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Contract Database Metadata Elements

Title: **Rochester City School District and Association of Supervisors and Administrators of Rochester (ASAR) (1996)**

Employer Name: **Rochester City School District**

Union: **Association of Supervisors and Administrators of Rochester (ASAR)**

Local:

Effective Date: **07/01/96**

Expiration Date: **06/30/99**

PERB ID Number: **6045**

Unit Size: **261**

Number of Pages: **95**

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Rochester City School District And
Assn Of Supervisors & Administrators

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The
Contractual Agreement
Between
The City School District
of
Rochester, New York
and
The Association of Supervisors and
Administrators of Rochester

July 1, 1996 - June 30, 1999

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The
Contractual Agreement
Between
The City School District
of
Rochester, New York
and
The Association of Supervisors and
Administrators of Rochester

July 1, 1996 - June 30, 1999

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ARTICLE 1

RECOGNITION

The Board agrees to recognize the Association (hereinafter "ASAR") as the exclusive bargaining representative of the administrators of Rochester (as hereinafter defined).

The term "administrator", and Administrative personnel" for the purpose of this document shall include all certified employees in the administrative and supervisory salary schedule, with the exception of the Superintendent, Deputy Superintendents, Assistant Superintendents, Coordinating Directors, and Supervising Directors.

ARTICLE 2

NEGOTIATIONS PROCEDURES

1. Meetings of the negotiating committees may be initiated at the written request of either party. All subject matter to be negotiated should be submitted by the first Friday in March when school is in session. The parties shall arrange for a mutually satisfactory time and place for an initial meeting within a reasonable time thereafter.

2. Ratification. Agreements reached by the negotiating committees shall be submitted in writing to the Board of Education and the Association for ratification.

Upon ratification the agreement shall be signed by the President of the Board of Education, the Superintendent of Schools, and the President of ASAR.

3. If the Board of Education and the ASAR negotiating committee are unable to reach agreement, the parties shall each select a representative and the two representatives shall elect a third person mutually acceptable to them to act as chairman of an ad hoc committee. This

committee shall take whatever steps it deems necessary in order to assist the parties to resolve their differences.

4. The costs of the services of the ad hoc committee, including per diem fees, if any, and actual and necessary travel and subsistence expenses, shall be shared equally by the Board of Education and ASAR.

5. The Board of Education agrees to furnish to the negotiating committee in accordance with reasonable requests, all available information concerning financial resources of the District, tentative budgetary requirements and allocations, and such other information as will assist the negotiating committee in developing intelligent, accurate, and constructive programs.

6. If joint meetings of the negotiating committees are scheduled during the school day, members of the committees shall be released from their regular duties without loss of pay and with substitutes provided when requested.

7. In the event the Board of Education is considering a change in policy which would come within the scope of this Agreement, or is considering any change in districtwide educational policy which has an impact on the terms and conditions of work, the Board of Education or the Superintendent of Schools shall so notify the President of the Association. The Association shall, within ten (10) days, notify the President of the Board of Education if the Association will exercise its right to negotiate these matters. The Board and the Association shall also negotiate on any appropriation of unanticipated additional sources of public revenue which are not specifically earmarked.

The Association shall also have the opportunity to present its views to the Superintendent, designee and/or the Board on other revisions of educational policy which the Association may deem desirable at a mutually convenient time.

8. The contract may not be modified in whole or in part by the parties except by an instrument in writing duly executed by both parties, and no departure from any provision of this Contract by either party or by members of the negotiating committee shall be construed to constitute a continuing waiver of the right to enforce such provision.

9. This Contract shall supersede any rules, regulations, or practices of the Board of Education which shall be contrary or inconsistent therewith.

ARTICLE 3

DUES DEDUCTION

1. The Board of Education agrees to deduct from the salaries of the administrators who are members of the ASAR the dues levied by the ASAR as said administrator individually and voluntarily authorizes the Board to deduct and to transmit the monies promptly to ASAR.

2. ASAR shall certify to the Board the current rate of membership dues to the associations which are named in paragraph 1 above, and shall notify the Board of any changes in the rates of membership.

3. Dues deductions authorized by individual administrators shall be continuous unless revoked in writing. Any administrator desiring to have the Board discontinue deductions previously authorized must notify ASAR by September 15 of each year, in writing, and ASAR shall notify the Board in writing of said revocation.

4. Deductions shall commence and be consistent with the procedures developed jointly by the City School District and ASAR.

5. It is specifically agreed that the City School District and the Board of Education assume no obligations, financial or otherwise, arising out of the provisions of this Section, and

ASAR agrees that it will indemnify and hold the District and Board harmless from any and all claims, actions, demands, suits or proceedings, by any employee or any other party arising from deductions made by the District or Board and remittance to ASAR of dues and any other fees under this Section.

Once the funds are remitted to ASAR, their disposition thereafter shall be the sole and exclusive obligation and responsibility of ASAR.

6. Effective July 1, 1983, the Rochester City School District shall deduct from the wage or salary of employees in the bargaining unit who are not members of the ASAR the amount equivalent to the dues levied by the ASAR and transmit the same so deducted to the ASAR, in accordance with Chapters 677 and 678 of the laws of 1977 of the State of New York.

ASAR affirms that it has adopted such procedure for refund of agency fee deduction as required in Section 3 of Chapters 677 and 678 of the laws of 1977 of the State of New York. This provision for agency shop deduction shall continue in effect so long as the ASAR maintains such procedure.

The agency fee deduction shall be made following the same procedures as applicable as set forth earlier in this Section.

ARTICLE 4

ASSOCIATION RIGHTS

1. The City School District's daily courier service shall be extended to ASAR's use.
2. Duly authorized representatives of ASAR, certified to the District, shall have the right to transact official organization business on school property. Upon arrival, such authorized representatives shall report their presence to the principal or designee. The principal or designee shall then confer with the duly authorized representatives in order to facilitate the purpose of the

visit provided such visit shall not interrupt normal school operations and is approved by the principal or designee.

3. When it is necessary for representatives of ASAR to engage in Association activities directly relating to the Association duties which cannot be performed other than during school hours, upon the approval of the Superintendent or designated representative within a reasonable time in advance, they shall be given such time, without loss of pay, as is necessary to perform any such activities. ASAR recognizes and agrees that this privilege should not be abused.

4. The President of ASAR shall be released from duties on a half-time basis to conduct Association business. The details of the released time are to be agreed upon mutually depending upon the assignment of the unit member elected President. In the event that release time is not possible, a \$10,000 differential will be paid to the President for each contract year.

5. ASAR shall have the right to use bulletin boards or other communication media, and to use building facilities for the purpose of meetings concerned with the exercise of the rights established in this Agreement.

6. All ASAR Executive Council members may, upon request, be relieved of all districtwide Superintendent's committee assignments during their term of office.

ARTICLE 5

SALARY

1. Effective July 1, 1996, July 1, 1997, and July 1, 1998, the base salary of administrators shall be increased by 3.25% for each of the 1996-97, 1997-98 and 1998-99 school years.

2. Administrators not members of the bargaining unit prior to December 15, 1983 newly hired to administrative positions, shall be hired at a rate no lower than the applicable Step 1 of the current salary schedule.

3. Only administrators and supervisors employed within the unit prior to December 15, 1983 shall receive during each year of this Agreement the increment provided by the applicable salary schedule.

4. Ten Month Personnel. All City School District administrators or supervisors on ten (10) months plus ten (10) day assignments will have five (5) of the extra days scheduled during the months of July and August with the mutual agreement of the immediate supervisor. The other five (5) days will be determined by the School based Planning team.

5. Eleven Month Personnel. All other administrators in the eligible unit shall be employed on an eleven month basis as scheduled by the District.

6. Summer School Administrative Positions. Summer school administrative positions shall be remunerated at the rate of 1/210th for each full day assigned as follows:

	<u>Bracket</u>
Secondary Summer Principal	AD-X
Secondary Summer Attendance Supervisor	AD-V
Secondary Summer Department Head	AD-V
Elementary Summer Principal	AD-IX
Elementary Summer Vice Principal	AD-V

If an administrator teaches in summer school, the summer school rate shall be 1/200th of the salary he would be receiving if he were on the teachers' salary schedule with full credit for all of professional experience. Prorated adjustments in the above daily rate shall be made for those teachers whose regular summer assignment is less than full time. The summer school hiring procedure shall be consistent with regular year long procedures.

7. Determining Salary Schedule Placement.

a. School size for salary Secondary Principal. Conditions for determining salary range for all secondary school principals based on school size computed on the number of pupils belonging as of the first attendance report of the school year.

Principal "Y" School size from 500 - 1799.

Principal "Z" School size from 1800 and over (including Edison Technical and Occupational Education Center).

b. School Rank Order Elementary Principals. Conditions for determining salary ranges for elementary school principals shall be governed by the discretionary power of the Superintendent of Schools according to the outline guide stated below:

- 1) The District will maintain an equal ratio of elementary school principals classified as "B" and "C".
- 2) A careful review of the RANK ORDER of school sizes based on:
 - a) the number of pupils belonging as of the first attendance report of the current year.
 - b) the number of pupils belonging as of the first attendance report of the preceding year.
 - c) the anticipated registration of next succeeding year.
- 3) Complete consideration of known situations such as demolition of property, possible District line changes, opening or closing of parochial schools and similar events which will inevitably effect the size of the school.

- 4) Flexibility of at least 3 rank sizes up or down from the break in rank lines between classifications before the size is changed.
- 5) In the event that the rank order of a school plus the other factors involved changes the classifications of that school to a larger one, the principal of that school shall be:
 - a) reassigned to that school
 - b) assigned to a school having the same classification as that of the original school.
- 6) In the event that the rank order of a school plus the other factors involved changes the classification of that school to a smaller classification, the principal shall with the approval of the Superintendent of Schools:
 - a) remain at the school with the original classification salary, or
 - b) be assigned to a school whose classification is similar to the classification of the original school, or
 - c) be assigned to a school having a larger classification, or
 - d) remain by choice in the original school at the smaller school classification salary.

At no time, particularly when general salary increases are involved, will an elementary school principal's salary be reduced, except if he/she so chooses under item 6)d) above.

b. Salary Adjustment Upon Reassignment - Principals:

1. Effective July 1, 1996, the involuntary reassignment of a principal to a school with a population with a lower Bracket rating will not result in a reduction of salary for that principal, unless recommended by the CIAS Panel based upon prior documentation by his/her immediate supervisor regarding performance problems.
2. Effective July 1, 1996, the voluntary change in assignment of a principal to a school with a population with a lower Bracket rating will result in a reduction of salary level for that principal to the appropriate lower Bracket.

c. Coordinating Administrator in Special Education.

Coordinating Administrator A (5 - 8 teachers inclusive)	AD-VI
Coordinating Administrator B (9 - 12 teachers inclusive)	AD-VII
Coordinating Administrator C (more than 12 teachers)	AD-VIII

Effective September 1, 1988, each Coordinating Administrator in Special Education shall receive a \$750 differential.

Coordinators of Instruction. Coordinators of Instruction (Department Heads) shall be assigned to middle and secondary schools upon the recommendation of the Superintendent of Schools. Those assigned to middle schools shall not be assigned regular classes.

School Coordinators of Health, Physical Education, and Athletics . Coordinators of Health, Physical Education, and Athletics (Department Heads) shall be assigned to middle and secondary schools upon the recommendation of the Superintendent of Schools. In addition to their regular duties, they shall supervise intramural and interscholastic athletics. They shall be paid a differential of \$1,500 at the middle school and a differential of \$3,000 at the secondary

school to be added to their annual salaries. Coordinators of Health, Physical Education and Athletics are not eligible to apply for any coaching positions with the District.

8. Temporary Assignment in Higher Bracket Position. When an administrator is assigned by the Superintendent of Schools to the responsibilities of a higher bracket administrative position for 15 or more school days within the same school year, he shall receive the same pay for all days served as if regularly appointed in that position.

9. Inservice Credit. Inservice courses for salary credits:

a. Administrators on Salary Bracket may use approved inservice course for salary credit as follows:

- 1) Course credit may be used to earn placement on the next higher column of the current salary schedule.
- 2) Credit will be assigned to courses as determined by the Superintendent.

b. Courses not offered for college or certification credit. Inservice courses other than those offered by the City School District of Rochester cannot be counted for salary credit unless prior approval is granted by the Superintendent of Schools or designee.

10. Salary Credits. Upon the recommendation of the Superintendent of Schools and with the approval of the Board of Education, credit for the following (not to exceed ten years) may be granted to an applicant:

a. Recent teaching experience, or

- b. Honorable military service (not to exceed two years), or
- c. Related vocational experience.

11. Salary Increments. For employees who were members of the bargaining unit prior to December 15, 1983.

- a. Service and Training Scheduled salary increments resulting from service and training shall become effective as follows:

For those employed on a school year basis, such increments shall become effective July 1st.

- b. Equation of Salary Increments and Service Credit. At the end of any school year of less than ten (10) months' employment, the salary rate and the service credit of an administrator who has been regularly assigned, or who had returned to service, or who has stopped working after the opening of the school year, shall be set on the following basis for the ensuing school year.

1) Employment beginning on or before November 1, credit for one (1) full year for a full assignment. If a partial schedule is assigned, prorate service credit for one-half year for full assignment.

2) Employment beginning after November 1 and before April 1, credit for one-half year for full assignment. If a partial assignment, prorate service credit accordingly.

3) Employment beginning on April 1 or thereafter, no salary credit and no service credit.

- 4) Employment ending on or before November 1, no salary credit and no service credit.
 - 5) Employment ending after November 1 and before April 1, credit for one-half year for a full assignment. If a partial assignment, prorate service credit accordingly.
 - 6) Employment ending on April 1 or thereafter, credit for one full year for a full assignment. If a partial assignment prorate service credit accordingly.
- c. Adjust in Salaries. A salary is subject to audit and immediate correction at any time for error and/or adjustment of incorrect payment.
 - d. Salary Credit for Advanced Training. Recognition of advanced training shall be granted only upon the presentation of satisfactory evidence in the form of original transcripts for permanent retention in the files of the Board of Education. Salary credit for advanced training will be granted retroactive to the pay period immediately following the completion of the advanced training provided the original transcript is presented within sixty (60) days. Otherwise, increments for advanced training shall be granted at the beginning of the payroll period following the receipt of such transcript. However, increments will be effective as of September 1 for work completed on or before August 31, if the transcripts are presented on or before October 31 of that year.

12. Salary Payments. Administrators shall receive their first paycheck no later than the third Friday in September and every two (2) weeks thereafter during the school year adjusted for days when schools are officially closed on Fridays.

13. Additional Time Worked.

- a. All "10 month plus 10 days administrators" employed beyond their normal assignment for comparable work of a professional nature shall be paid 1/210th of their annual salary for the actual days assigned and worked beyond their normal work year.
- b. All "11 month administrators" employed beyond their normal assignment for comparable work of a professional nature shall be paid 1/220th of their annual salary for the actual days assigned and worked beyond their normal work year.
- c. All other work of a professional nature shall be paid at the rate of \$24 per hour.

ARTICLE 6

GENERAL ADMINISTRATIVE AND SUPERVISORY POSITIONS

1. General Provisions.

a. Degree Requirements. All positions beginning with the salary bracket AD-III require an EARNED Master's Degree for appointment. Incumbents or new appointees who do not possess an EARNED Master's Degree or an EARNED Bachelor's Degree plus 45 hours, shall receive the scheduled base rate minus \$300.00. Incumbents who possess a Bachelor's Degree plus 30 hours shall receive the scheduled base rate minus \$150.00.

b. Before any new position has been established, the bracket placement of said position shall be negotiated with the ASAR negotiating committee.

c. Salary step determination when changing brackets following reassignment, job reclassification or promotion for employees within the bargaining unit prior to December 15, 1983.

1) Moving to a lower bracket - Reclassification

- (a) Go to next lower figure in the lower bracket.
- (b) Retain current annual salary.
- (c) Salary would advance annually from that step.

2) Moving to a higher bracket - Promotion

- (a) Move to the next higher figure in the higher bracket.
- (b) If this difference is less than half of a salary increment, move to the next higher step.
- (c) Move up an additional step in that bracket.

3) Moving to a higher bracket - Reclassification.

- a) Move to the next higher figure in the higher bracket.
- b) If the difference is less than half of a salary increment, move to the next higher step.

ARTICLE 7

INSURANCES

I. HEALTH INSURANCE

1. All regularly Board appointed administrators assigned full-time or full-schedule for the type of assignment involved shall be entitled to health and hospitalization, major medical and dental benefits presently in effect.

- a. A new administrator must submit to the Benefits Office within thirty (30) days of the first day of employment a Declaration of Intent to Enroll.
- b. After thirty (30) days of employment, an administrator may apply for coverage by submitting to the Benefits Office a Declaration of Intent to Enroll, and by conforming to the rules for admittance to the plan desired.
- c. Effective July 1, 1992, all new hires to the City School District shall contribute fifteen percent (15%) of health insurance premium costs for health and hospitalization, major medical and dental benefits.
- d. Effective January 1, 1997, the District will provide and administer a pre-tax premium plan for all administrators contributing towards the Health Insurance premium.
- e. Effective July 1, 1992, each married employee whose spouse is also employed by the District shall be entitled to benefits under only one family contract.

2. All regularly employed Board appointed administrators assigned full-time or full-schedule will automatically be enrolled in the District's Major Medical Plan upon receipt of the Declaration of Intent to Enroll by the Benefits Office. The Major Medical benefits shall also cover \$600-stop loss and \$1 million limits. Effective January 1, 1997, the major medical deductible shall be \$200. Effective January 1, 1997, the "private duty nursing" benefit for each insured administrator will be capped at \$100,000 per year per family member.

3. Our insurance carriers require that:

- a. Addition of spouse must be made within sixty (60) days of the date of marriage through the Benefits Office.
- b. Change in marital status or death of a spouse must be reported to the Benefits Office so that the insurance carriers may be notified and the necessary adjustment in plan may be made.

4. Full premium amounts will be paid by the City School District to the insurance carrier or carriers involved.

5. The administrator is entitled to health insurance coverage through the last month of active employment.

6. When accumulated illness allowance of an insured administrator is exhausted, premiums will be paid by the City School District for such time, not to exceed ten (10) weeks, as may be necessary for the insured administrator to arrange coverage.

7. The employee who becomes eligible for Medicare, or whose spouse becomes Medicare-eligible, either due to reaching age 65 or due to disability, must notify the Benefits Office in advance so that the health insurance may be converted under the provision of Federal Law.

8. Provided the administrator has been employed with the City School District for at least ten (10) continuous years prior to the date of retirement, the administrator shall be allowed, upon retirement¹, to transfer to the retired employees' group by requesting the transfer through the Human Resources Department. The Board shall pay 100% of the cost of the health and hospitalization premium and the administrator shall assume the full premium costs for the Major Medical Program.

9. Full health insurance premiums will be paid by the City School District for the months of July and August. However, if an administrator resigns between the closing day of school in June and the opening day of school in September, the full premiums for July and August must be refunded to the City School District.

10. The administrator assumes full premium costs while on leave without pay.

II. DENTAL INSURANCE

1. All regularly appointed administrators assigned full-time or full-schedule for the type of assignment involved will be eligible to enroll in the District's Dental Insurance Program.

2. If an employee's spouse is also a District employee, one employee may enroll in a dental plan which covers dependents.

¹ For those employees not members of the New York State Teachers' Retirement System, retirement is interpreted to mean meeting Social Security Requirements.

3. Effective July 1, 1992, all new hires to the City School District shall contribute fifteen percent (15%) of health insurance premium costs for health and hospitalization, major medical and dental benefits.

4. Effective January 1, 1997, the District will provide and administer a pre-tax premium plan for all administrators contributing towards the Dental Insurance premium.

III. ALTERNATIVE HEALTH CARE PLANS

HEALTH MAINTENANCE ORGANIZATIONS

The Board shall additionally provide opportunity to members of the bargaining unit to enroll in a Health Maintenance Organization (hereinafter referred to as "HMO") available in the area under the following provisions:

Effective January 1, 1997, the employer agrees that each employee covered by this Agreement shall have the privilege of subscribing to an HMO (consistent with "Blue Choice Select" and "Preferred Care Community" - with Chiropractic, vision and eye care riders) and that such an employee's option be in lieu of the group health insurance plan for hospital, medical, surgical and related services provided by this Agreement. The employer agrees that if the employee elects such option, the employer will contribute monthly for each covered employee the entire premiums or subscription charges for the selected HMO coverage². However, the employer's contribution toward such HMO coverage shall not be greater than the amount which the employer would have paid or contributed had the employee not elected such HMO coverage in order to pay for the group health insurance plan for hospital, medical, surgical and related services provided by this Agreement. If the premium or subscription charges required for the employee's participation in the HMO plan is greater than the amount the employer is liable to contribute under this Section, the employer agrees to check off from the employee's pay, upon receipt of a written authorization for such purpose from the employee, the additional amount required for full payment of the premium or subscription charge.

Enrollments in and cancellations of HMO's can only be made once each year and are limited to the District's annual March 1 anniversary date. Notification of intent to enroll

² Subject to employee contributions as per Article 7, Section I.1.c. above

and/or cancel must be received in the District's Benefits Office no later than thirty (30) days prior to the March 1 effective date.

IV. Any increase in health and dental insurance benefits to other professional employees of the District shall accrue to members of ASAR. A joint committee of all parties will be established with a goal to identify all possible health/dental benefits economies and cost savings practices, effective as soon as is practicable.

ARTICLE 8

TAX SHELTERED ANNUITIES

The Board shall provide the opportunity for employees to participate in tax sheltered annuity programs.

ARTICLE 9

GENERAL ABSENCE PROVISIONS

1. Rate of Salary Deduction
 - a. No Deduction - Self Explanatory
 - b. Regular Deduction - Shall be at the daily rate of 1/210th of annual salary for all "10-month plus 10 days" administrators. Regular deduction for "11-month administrators" shall be at the daily rate of 1/220th of annual salary.
 - c. Full Deduction - Shall be at the daily rate of 1/ 210th of the annual salary for administrators serving on a school year or "10-month plus 10 days"

basis. Full deduction for "11-month administrators" shall be at the daily rate of 1/220th of annual salary.

2. Determining Full or Part-time

- a. Full-Time shall be interpreted to mean a full schedule at full annual salary.
- b. Part-Time shall be considered as cases where a partial schedule is involved. Such part-time may be a partial schedule every day or a full schedule on certain days only. Part-time will be prorated for purposes of salary, service credit or benefits.

3. Salary Deductions

The following absence classifications, conditions and exceptions governing all salary deductions pertain to all full-time administrators assigned on a school year basis and to regular substitute administrators assigned for one (1) year, but shall not apply to temporary substitutes and regular substitutes assigned for less than five (5) months or one (1) semester, or assigned on a part-time basis.

4. Class A Absences (Accumulation)

No deductions shall be made for personal illness, including pregnancy related medical disability, or certain injuries under the following specified conditions with the exceptions outlined. Such absences shall be limited to a total of ten (10) days for each complete year of service cumulative as follows:

TABLE A

YEARS OF SERVICE	MAXIMUM DAYS ALLOWED
Up to 1 year	10 days
1 to 2 years	20 days
2 to 3 years	30 days
3 to 4 years	40 days

4 to 5 years	50 days
5 to 6 years	60 days
6 to 7 years	70 days
7 to 8 years	80 days
8 to 9 years	90 days
9 to 10 years	100 days
10 to 11 years	110 days
11 to 12 years	120 days
12 to 13 years	130 days
13 to 14 years	140 days
14 to 15 years	150 days
15 to 16 years	160 days
16 to 17 years	170 days
17 to 18 years	180 days
18 to 19 years	190 days
19 or more	200 days

5. Regulations Governing Class A Absences at No Deduction

- a. For bargaining unit members hired prior to September 7, 1984, days allowed are outlined in Table A and available to use in full measure in any one (1) year minus the total number of days used for personal illness during the three (3) previous school years.
- b. For bargaining unit members hired prior to September 7, 1984, in the event all allowable days have been used during the three (3) previous years, ten (10) will be allowed during the current year and a new number of allowable days shall begin to accumulate the following year at a rate of ten (10) days per year up to but not exceeding the appropriate allowance of days in Table A.
- c. For all members of the bargaining unit hired on or after September 7, 1984, the sick leave allowance will accrue in the following manner:

At the beginning of each school year ten (10) illness days shall be added to the previous number accrued. At no point may this number exceed 200. At the end of each school year a new allowance shall be computed reflecting any illness days used that year.

- d. Probationary administrators resigning before the close of the school year who have exhausted their allowable time for illness beyond the rate of one (1) day for each month of service up to and including the last day of service, will have their last salary check adjusted for the overpaid days.

6. Procedures Personal Illness

- a. Request for Sick Pay (RSP) shall be filed for all absences due to illness.
 - 1) State the nature and extent of the illness.
 - 2) Submit to immediate supervisor or principal for signature and forward to the Human Resources Department.
- b. Certificate of Personal Illness (CPI) stating the nature and extent of illness signed by a duly registered physician, a licensed chiropractor, or a Christian Science practitioner may be required at the Superintendent's discretion at any time, for any reason, and under any circumstances.
- c. Consistent with the procedures of this subsection, up to ten (10) days per year may be used for family illness absence for care of a spouse, parent or child.

7. Class A - Personal Illness at Full Deduction. Full deduction for personal illness days will be taken under the following circumstances:

- a. For the full period of absence when a CPI (with doctor's certification) is not filed following an illness of more than three (3) consecutive days and/or in conjunction with other leaves.
- b. For surgery for the relief of a chronic disorder, unless medical reasons require that the surgery be performed during the school year.
- c. For illness or bodily injury caused outside the school by another where successful recourse is had to the regular procedure for collecting damages.
- d. For additional days needed because of a personal illness or injury beyond the allocated days for years of service, as outlined in Table A.
- e. For newly assigned or probationary administrators who have not had their preemployment physical examination and whose report of that examination is not on file in the Personnel Department.

8. Workers Compensation

The following rules relate to Workers Compensation covering injuries sustained during the course of employment with the City School District. These rules apply to full and part-time administrators.

- a. Full salary shall be paid for an absence due to an injury for as many days as the injured employee has accumulated illness allowance. Only the first five (5) days will be deducted from illness allowance. The balance of the time is available to be used for regular illness, but not for the injury.

- b. When full salary in lieu of the compensation rate as prescribed by law has been paid for the number of days representing accumulated illness allowance, the injured employee shall then be paid the compensation rate for the balance of the disability until the physician has declared the injured employee ready to resume usual work. This compensation payment covers summer months and unpaid school vacation periods.
- c. If an employee is still disabled in September, full salary shall be paid in lieu of the compensation rate for the first ten (10) days of the new year after which the compensation rate shall be resumed.
- d. The City School District will pay all medical bills arising from compensation injuries. All compensation matters are handled by the Human Resources Department.
- e. All reports of injuries must be forwarded to the Human Resources Department within thirty (30) days from the date of injury.

9. Class B Absences

No deduction shall be made for absences not to exceed a total of eight (8) days in any one year, under the conditions specified below, including individual limitations for each incident as outlined. Exceptions to increase individual incident limitation or the total eight days in one year limitation, for situations considered abnormal or unusual, may be made only when approved by the Superintendent of Schools.

For the purposes of determining eligibility for the following provisions, "immediate family" is defined as spouse, parent, child, or grandchild, brother, sister, grandparent, by blood,

marriage, or legal adoption, but excluding uncles, aunts, nephews, and nieces who are blood relatives unless they are living in the same house.

a. Conditions No Deductions

1) Death in the immediate family not to exceed five (5) consecutive days per incident including either the day of the death or the day of the funeral.

2) Death of blood relatives living in the same household (uncles, aunts, nieces, nephews, cousins) not to exceed three (3) days as requested.

Death of blood relatives not living in the same household (uncles, aunts, nieces, nephews, cousins) not to exceed one (1) day as requested.

3) Absence not to exceed two (2) days if necessitated by educational examinations conducted by the State of New York, the Board of Education, or by an institution of collegiate grade, or for the attendance thereafter as a recipient of a degree.

4) Absence not to exceed two (2) days for each incident due to summons by a Selective Service Board or other military organization having the power of direction necessitating absence due to military obligation or national security. Administrators in reserve military units will be fully paid for the two (2) weeks of active duty. A copy of the military order must accompany the Request for Absence form.

5) Absence of one (1) day, including travel time, for the recipient of an earned degree by an administrator, spouse, or child of an administrator.

6) Absence for two (2) days to the father for the birth, or either parent for the legal adoption of infant children.

b) Class B Regular Deduction

For additional days needed beyond those allowed for death in the family under Class B Absences.

10. Class C Absences

No deductions shall be made for absences due to circumstances and for period of time beyond the individual's control.

a. Conditions No Deductions Personal Leave

1) The absence results from compliance with the requirements of a court if the administrator attends a court under subpoena. In such cases, an administrator is required to submit photostatic copies of court orders, or written proof of specific days spent in court.

2) Absence caused by quarantine established by the Health Department, in all such cases the nature of the quarantine served by the Health Department must be submitted with the application for exemption, and satisfactory proof of the beginning and the close of the quarantine period must be furnished. This exemption does not apply to personal quarantine which shall be considered a personal illness and which will be covered by a Class A Absence.

3) Absence because of jury duty (excluding time off for taking an examination to become a juror) for the actual days reporting and paid for rendering such duty as indicated by the Commissioner of Juror's fee paid slip. The Commissioner of Jurors will arrange an after school qualifying examination. All compensation received for services performed as a juror while on required and/or approved jury duty shall be refunded to the City

School District. Said refund need not include authorized transportation and/or parking fees for which funds are or are not provided.

4) Absence for the attendance as a duly elected delegate or alternate to the:

a) Annual convention of the New York State Teachers Retirement System.

b) Annual convention of affiliated state and national organizations.

5) Absences resulting from visiting days as approved by the Superintendent of Schools.

6) Absences for conventions or conferences which contribute to the effectiveness of the instructional program as authorized by the Superintendent of Schools.

7) Absences resulting from travel for professional business in the interest of a professional organization of teachers or administrators within and considered a part of the City School District of Rochester, if the absence is authorized in advance by the Superintendent of Schools.

8) Three (3) personal leave days may be taken singly or together in any one year for personal business, religious observances or family illness not covered in other Sections of this Agreement and which require absence during the school hours (Personal leave days increased to three (3) days effective July 1, 1989).

Up to a total of five (5) days (three personal days and two illness days) of leave for religious observance may be taken in any given year from an employee's accumulated illness allowance. Personal days are to be applied before using accumulated illness days.

Application for personal leave shall be made three (3) days before taking such leave (except in case of emergencies). The applicant must state "Personal Leave" as the reason for taking such leave.

Personal leave shall not be granted:

- a) the day before or after paid holidays.
- b) the day before or after scheduled recesses.
- c) the day before or after teacher conference days.
- d) the first two (2) weeks or the last two (2) weeks school is in session except for religious holidays or in matters of an emergency nature as approved by the Superintendent of Schools.

In the event that any administrator's days of personal leave are not used, it shall be accumulated and can be used for personal illness qualifying for no deductions. Such accumulations shall be in addition to the maximum sick leave allowed in Article 9 (4) (Table A) of this Section.

It is understood that any administrator who by willful misrepresentation violates the personal leave policy shall forfeit all accumulations and any other further rights to compensated absences under Article 9 until reinstated in good standing by the Board on the recommendation of the Superintendent.

b. Class C - Regular Deduction

1) Absence due to illness in the immediate family excluding uncles, aunts, nephews, and nieces who are blood relatives unless they are living in the same house, not otherwise provided herein, is basis for regular deduction and will be so treated for a total of three (3) days within any one (1) year.

2) For absences not to exceed five (5) days (3 personal days and 2 illness days) beyond the five (5) days, taken for religious holidays provided the absences are scheduled for and approved by the Superintendent of Schools prior to the time the absences occur.

c. Class C - Full Deduction

1) For failure to supply, when requested, photostatic copies of written proof of court orders and specific days spent in court for any excusable reason.

2) For failure to file proper absence request forms in sufficient time to allow the Superintendent to rule on the request.

11. Class D Absences

a. Full deduction shall be made for all unexcused absences or absences in excess of allowances specified under Classes A, B, and C. For unexcused absences which occur during all or any part of the day before or after a paid day when school is not in session, the deduction shall include the paid day(s) when school is not in session. When the personal illness allowance specified under Class A has been exhausted, the deduction shall include paid day(s) when school is not in session except when the administrator returns to work the first day school is in session after the holiday and a C.P.I. covering the period prior to the holiday is filed. The administrator must work either the day before or the day after the paid day when school is not in session.

b. It is understood that excessive and/or repeated unexcused absences may result in disciplinary action.

12. Hardship Unforeseen Circumstances

Deviation from any of the regularly specified conditions and exceptions covered by this Section and necessary because of extreme hardship or unforeseen circumstances shall be made only upon the recommendation and approval of the Principal and/or Central Office Department Head and the final approval of the Superintendent.

13. Return to Service

a. Following a Disability Retirement.

An administrator may not be reinstated following a disability retirement except upon the recommendation of the Superintendent of Schools and with the approval of the Board of Education, and in addition, satisfactorily passing a physical examination by a physician representing the Board of Education.

b. Following a Long Illness .

An administrator who has been absent because of illness, and whose illness certificate has not been approved for return by the physician representing the Board of Education may resume employment only after examination and certification by a physician representing the Board of Education and the approval of the Superintendent of Schools.

14. Catastrophic Illness Leave

- a. Upon complete exhaustion of the paid illness allowance, personal leave, and vacation provisions of this Agreement, a unit member with a minimum of one (1) year of continuous employment may request from the Superintendent of Schools a catastrophic illness leave. The Superintendent shall convene a joint committee with ASAR

representation, chaired by the Supervising Director of Human Resources, to review the request. If the joint committee recommends and the Superintendent approves, a unit member may receive up to ninety-five (95) paid illness days.

- b. Upon exhaustion of such paid catastrophic illness leave, the unit member may reapply for an additional paid illness leave of up to ninety-five (95) days. The granting of such additional leave is discretionary on the part of the Superintendent and is contingent upon the unit member applying for a disability retirement at the time of their application for an additional ninety-five (95) paid illness days and their resigning from employment with the City School District at the end of such leave. No seniority shall accrue during catastrophic illness leave.

15. Inclement Weather

If the Superintendent of Schools announces that schools are closed but all staff are to report to work, all administrators are required to work to be paid for the day. If an administrator is unable or unwilling to report to work, he/she may use a personal or vacation day to be paid. Deviation from the specified conditions of this paragraph and necessary because of extreme hardship or unforeseen circumstances shall be made only upon the approval of the Supervising Director of Human Resources.

ARTICLE 10

LEAVES OF ABSENCE

1. Return After Leave Tenure Status

A tenured administrator returning from a leave shall retain tenured status.

2. Parental Leave

- a. Any administrator on permanent appointment or on probationary status is eligible for parental leave without pay.

b. Where possible, not less than thirty calendar days prior to the commencement of the requested leave, a request for leave shall be made in writing to the Human Resources Department indicating the dates of the leave. A physician's statement or a statement from an adoption agency must accompany the request for leave.

c. The administrator must agree to write the Supervising Director of Human Resources not later than November 1 in the fall semester or March 1 in the spring semester before the expiration of the leave, concerning plans for the next school term. Unless an extension is requested and granted, the administrator shall either return to service no later than the beginning of the 3rd full semester from the date such leave is granted, or the Board shall terminate services. Return to service shall be at the beginning of a school semester.

d. In the event an administrator exercises the right to return at the end of the leave, the administrator shall be entitled to receive all benefits accumulated prior to the time of the leave.

e. Where an employee has used her illness allowance due to a pregnancy related disability, upon termination of that pregnancy related disability, the employee must return to work or must request a parental leave in accordance with the provisions of this Article.

f. Leaves of absence without pay shall be granted for the purposes of parenting.

g. If the parental leave of absence is granted before the expiration of a probationary period, the administrator must complete the unexpired portion of the probationary period satisfactorily upon return from leave before tenure appointment is granted.

h. All administrators returning from leaves of absence under this section shall be restored to equivalent positions.

3. Exchange Administrator Leave

a. Upon the recommendation of the Superintendent of Schools, leave for exchange administrative positions under either national or international programs may be granted by the Board to administrators who have successfully completed the entire probationary period in the City School District.

b. The Board shall compensate any administrator granted exchange administrator leave on the basis of said administrator's regular salary status. Any period served as an exchange administrator shall be applied to the salary schedule annexed hereto as if such period had been served by the administrator in the City School District.

4. Action Leave

a. Leave of Absence without pay will be granted up to two (2) years to any administrator who joins the Peace Corps or V.I.S.T.A. as a full-time participant in such program.

b. Any period so served will be applied to the salary schedule annexed hereto as if such period had been served by the administrator in the City School District.

5. Sabbatical Leave for Accredited Study

Regularly appointed administrators who have served for five (5) years in the City School District may, upon the recommendation of the Superintendent of Schools and with the approval of the Board, be granted leave of absence for accredited study upon the following conditions:

a. Applicants must file with the Superintendent of Schools a statement of the definite purpose for which such leave of absence is desired. This statement must include the institution at which the individual is to study and courses to be pursued.

b. Any change in the approved plans must be submitted in writing in advance to the Superintendent of Schools and the Board of Education for approval. Sabbatical leave pay will not be paid for change in plans not so approved.

c. Persons granted sabbatical leave of absence are required to report once each semester to the Superintendent of Schools during such absence, indicating the nature of the courses taken at a university and the application of these to the work of the individual. Those on sabbatical leave for travel shall submit a report of their travel.

d. Applicants must file with the Board a written agreement to remain in the service of the Board for three (3) years after the expiration of such leave. If an administrator resigns from the service of the Board within the three (3) year period, the administrator shall refund to the City School District such proportion of the salary paid during the leave of said period. If, upon return from sabbatical, the services of the administrator are terminated through job abolition at any time during the three (3) year period, and if the administrator is no longer employed by the City School District, the administrator shall not be required to pay any prorated refund. Any refund owed to the City School District shall be repaid in equal monthly installments, as a minimum, so that the total amount owed to the City School District will be paid in full not later than five (5) years following the expiration date of the paid sabbatical leave.

e. Such leave shall not be granted for less than one (1) full semester nor more than one (1) year. Administrators taking leave shall not be eligible for such leave until five (5) years have expired after return.

f. An administrator on sabbatical leave will receive 60% of base salary for the length of the leave.

g. At any time at least one (1%) percent but not more than two (2%) percent of the total number of administrators shall be eligible for sabbatical leave, i.e., those who have served for five (5) years shall be on leave of absence. In case the number of applications shall exceed one (1%) percent, selection shall be made based primarily on length of service as an administrator or supervisor in accordance with the following principles:

- 1) Preference being given to those longest in service.
- 2) Distribution by schools, care being taken that the number from any school shall not be comparatively excessive.
- 3) Nature of service, provision being made that the benefits of such leave of absence shall be distributed as fairly as possible among all positions covered by this Agreement.

h. Regular annual salary increments shall be given for the time of leave the same as for regular service in the school.

i. Applications for such leave of absence for any school year shall be acted on by the Board of Education not later than its first regular meeting in April of the preceding year.

j. If any applicant notifies the Board on or before March 30 of the inability to take the sabbatical, the Board shall extend the sabbatical to the next eligible administrator on the list.

k. Deviations from the above may be recommended by the Superintendent.

In each school year, the District shall grant enough sabbatical leaves to total 1% but not more than 2% of the eligible administrators.

6. Other Approved Leaves

a. Leave Without Pay

Permanently appointed administrators who are members of the bargaining unit may, upon the recommendation of the Superintendent of Schools and with the approval of the Board of Education, be granted leave of absence without pay.

b. Salary Determination/FullTime Study

Permanently appointed administrators may, upon the recommendation of the Superintendent of Schools and with the approval of the Board of Education, be given their regular salary increment for full-time approved study at an accredited institution of higher learning. For purposes of complying with this Section, it is understood that full-time study shall be defined as a minimum of ten (10) semester hours of approved study each semester. It is further understood that in cases of consecutive leaves of absence for study, one (1) step will be granted on the salary schedule.

c. Deviations from the above may be recommended by the Superintendent.

7. Return After Leave of Absence

a. Administrators who have been granted leaves of absence shall notify the Superintendent of Schools in writing on or before the first day of November or March preceding

the opening of the semester following the expiration of the leave of their intention to resume work at the beginning of the ensuing school semester.

b. All administrators returning from leaves of absence shall, upon request, be restored at the same or equivalent positions they held at the time the leave was granted.

ARTICLE 11

MISCELLANEOUS FRINGE BENEFITS

1. Allowance for Transportation

a. Administrators required to use their own automobile on official business or on an irregular basis shall be reimbursed at the highest minimum rate per mile in effect in the District at the time of such use. Approved parking expenses incurred in such travel shall also be reimbursed.

b. Other administrators not covered in "a" above shall receive a monthly transportation allowance based upon a schedule of allowances prepared by the Finance Department and approved by the Superintendent of Schools and shall be included in the regular salary check each pay period.

c. Outside of District Travel. Each administrator shall be allotted a base sum of \$450 per year effective July 1, 1993, for approved conferences and out of district travel. This sum will be increased to \$500 effective July 1, 1997, and effective \$550 July 1, 1998. Additional allowance for administrators may be provided in the budget with the approval of the appropriate division head.

2. Medical Examination. All medical examinations and tests related to application requirements for new administrators shall be paid for by the City School District provided that

with the approval of the Board of Education, an administrator may be examined by a doctor of his own choice with the administrator paying the difference between the cost of that examination and the District provided examination.

3. Standard Immunization. Standard immunization, if required by the Board of Education, shall be provided for all administrators.

4. Retirement Incentives. If the Board of Education shall elect to provide additional retirement service credit pursuant to Chapter 665 of the laws of 1984 or any other retirement incentive for any other employee group within the Rochester City School District, such additional retirement service credit and benefits shall be provided to ASAR.

5. Tenured administrators with permanent certification will, with prior approval of the Superintendent of Schools or his designee, be reimbursed in full for college/university tuition or other course registration expenditure for City School District approved courses upon presentation of an official transcript where applicable or written notice from the course sponsor showing successful completion of such courses. Reimbursement shall occur within one month following receipt of such confirmation. The rate of reimbursement is discretionary with the Superintendent of Schools but shall not be less than the lowest rate for comparable course offerings at an area college or university. Such approval is discretionary with the Superintendent of Schools.

ARTICLE 12

DISCIPLINE AND DISCHARGE

NONTENURED ADMINISTRATORS

1. Discipline and Discharge Probationary Administrators (1st and 2nd years only)

a. Eligibility

The provisions of this Clause shall apply only to probationary administrators in the first (1st) or second (2nd) year of the probationary period.

b. Discipline

1) No eligible administrator within the bargaining unit shall be disciplined without good and sufficient cause.

2) Disciplinary action or measures may include but not be limited to the following:

- a) Oral reprimand
- b) Written reprimand
- c) Suspension (with or without pay)
- d) Discharge

Any disciplinary action or measure imposed may be subject to the grievance procedure up to and including Level Three, except that in the case of such action against a nontenured administrator which is based on the results of a regular evaluation, the provisions of this Section shall not apply.

3) Whenever an administrator is required to give a statement that involves potential disciplinary action he or she shall have present a representative of ASAR to act on his or her behalf.

c. Discharge

The discharge of a probationary administrator during the first two (2) years of service which is based upon the result of a regular evaluation shall be governed by Section 3031 of the Education Law except that nothing in this clause shall be construed to deny said probationary administrator the opportunity to discuss the dismissal with any appropriate supervisory personnel.

2. Discipline and Discharge Probationary Administrators (3rd year only)

a. Eligibility

The provisions of this Clause shall apply only to probationary administrators in the third (3rd) year of the probationary period.

b. Discipline

1) No eligible administrators within the bargaining unit shall be disciplined without good and sufficient cause.

2) Disciplinary action or measures may include, but not limited to the following:

- a) Oral reprimand
- b) Written reprimand
- c) Suspension (with or without pay)
- d) Discharge

3) Except as specified elsewhere in this Section, any disciplinary action imposed upon any eligible administrator may be processed as a grievance through the regular grievance and arbitration procedure.

4) Whenever an administrator is the focus of potential disciplinary action he or she shall have present a representative of the ASAR to act on his or her behalf.

c. Discharge

1) No eligible administrator within the bargaining unit shall be discharged without good and sufficient cause for discharge. The administrator and the Association shall be notified in writing. Said notification shall also include whether or not the administrator has been suspended with or without pay. Such notification shall be at least thirty (30) days prior to the Board meeting at which such recommendation is to be considered and the date of the Board meeting at which it is to be considered. Not later than twenty-one (21) days prior to such meeting, the administrator may request in writing that he/she be furnished with a statement giving the reasons for such request, the District shall furnish such written statement. Such administrator may file a written response to such statement with the District clerk not later than seven (7) days prior to the date of the Board meeting.

2) If the Board sustains the recommended discharge, the administrator may within ten (10) days of the Board determination file with the District a Notice of Intent to arbitrate the matter.

3) If the administrator fails to notify the District within the allotted ten (10) day period or if the administrator voluntarily waives the right to appeal to arbitration, the decision of the Board shall stand.

4) All arbitration procedures shall be governed by the arbitration section of this Agreement and by the applicable provisions of Article 75 of the Civil Practice Law and Rules.

ARTICLE 13

DISCIPLINE AND DISCHARGE

TENURED ADMINISTRATORS ONLY

1. Eligibility

The provisions of this Article shall apply only to tenured administrators.

2. Discipline and Discharge

a. No eligible administrator within the bargaining unit shall be disciplined without good and sufficient cause.

b. Disciplinary action or measures may include, but not limited to the following:

- 1) Oral reprimand
- 2) Written reprimand
- 3) Suspension (with or without pay)
- 4) Salary withhold and/or performance incentive withhold
- 5) Discharge

c. Except as specified elsewhere in this Section, any disciplinary action imposed upon any eligible administrator may be processed as a grievance through the regular grievance and arbitration procedure.

d. Whenever an administrator is required to give a statement that involves potential disciplinary action he or she shall have present a representative of the ASAR to act on his or her behalf.

e. No eligible administrator within the bargaining unit shall be suspended without pay or discharged without good and sufficient cause. If the City School District determines that there is good and sufficient cause for discharge, the administrator and the Association shall be notified in writing. Notification shall also include whether or not the administrator has been suspended pending an investigation and recommendation by the Superintendent to the Board of Education. Within seven (7) days of the initial notice, the Superintendent of Schools shall file with the clerk of the Board of Education a written statement of charges. Upon receipt of said charges, the clerk of the Board shall immediately notify the Board. Within five (5) days after receipt of the charges, the Board shall meet in executive session to determine, by a majority vote of the Board of Education, whether probable cause exists to pursue the recommended discharge. If the Board determines that probable cause does exist, a written statement specifying the charges in detail, and outlining the options available under this Agreement and under Section 3020-a of the Education Law shall be immediately forwarded to the administrator by certified mail. Such notice shall include whether the administrator is suspended pending determination of the charges. Within ten (10) days of receipt of the statement of charges, the employee shall notify the City School District whether he/she desires to pursue one of the following procedures:

- 1) No hearing
- 2) Panel hearing - 3020-a procedure
- 3) Arbitration - contractual procedure

f. Failure of the employee to notify the clerk of his desire for a hearing within ten (10) days of the receipt of charges shall be deemed a waiver of rights to a hearing or arbitration.

g. If the employee waives his right to the procedures provided in this Agreement, the Board of Education shall proceed within fifteen (15) days, by a majority vote of all members of the Board to determine the case and fix the penalty or punishment.

h. It is understood that once the employee chooses one of the above procedures he/she shall be bound by the procedure chosen and shall not be permitted to pursue more than one procedure.

i. If the administrator chooses to pursue the statutory procedure, all applicable provisions of Section 3020-a shall apply.

j. If the administrator chooses to pursue the arbitration procedure, all applicable provisions of the arbitration section of this Agreement and the provisions of Article 75 of the Civil Practice Law and Rules shall apply.

ARTICLE 14

ACTING ADMINISTRATIVE ASSIGNMENTS

1. Acting positions shall not be for a period of more than one (1) year from the date of appointment. Unit members serving in acting positions shall have absolute right of return to their former positions.

2. Appointments to acting positions shall be governed by Article 6 herein, unless the vacancy is created by an emergency.

ARTICLE 15

ALLOCATION OF BUILDING STAFF

1. Appropriate building administrators shall be directly involved in the selection of teachers, aides and administrators to be assigned to their building.

2. Each year the District will meet with a five (5) member committee of ASAR for vice principal allocation.

Tentative vice principal assignments will be recommended during the first week of June. The assignments will be reviewed at the end of the first attendance period in October. Mutually agreed upon revisions in assignments will be made based upon the latest data.

The City School District has worked toward, and will continue to work toward the full assignment of Elementary School Vice Principals to single administrator elementary schools. We believe this is the means through which the greatest amount of concentrated instructional support can be provided to schools.

ARTICLE 16

PROTECTION OF ADMINISTRATORS

1. Assault and Battery Cases.

a. The Board shall maintain a policy of public support of prosecution of offenders in all cases of assault and/or battery upon administrators who are engaged in the performance of their duty.

b. Administrators shall be required to immediately report in writing all cases of assault and/or battery suffered by them in connection with their employment to the Superintendent of Schools or his designee, and the Association. This report will be forwarded immediately to the Superintendent who in turn shall report the information to the Board.

c. The Superintendent and representative or Counsel shall inform the administrator immediately upon receipt of the report of assault and/or battery of his/her rights under the law and shall provide such information in a written document.

2. In Other Than Assault and Battery Cases.

a. The Board shall provide Counsel and pay court costs and judgments related to any administrative or judicial proceeding or suit involving an administrator who has acted in the discharge of duties within the scope of his employment. The administrator must, however, deliver copies of any legal papers served upon him/her to the office of the Board's Counsel not later than five (5) days after service. Disciplinary proceedings under the education law involving administrators shall be excluded from the provisions of this Section.

b. Pursuant to Section 3023 of the Education Law... "It shall be the duty of each Board of Education...in any school district having a population of less than one million...to save harmless and protect all teachers, practice and cadet teachers, and members of the supervisory and administrative staff, or employees from financial loss arising out of any claim, demand, suit or judgment by reason of alleged negligence or other acts resulting in accidental bodily injury to any person or accidental damage to the property of any person within or without the school building, provided such teacher, practice or cadet teacher, or member of the supervisory or administrative staff, or employee at the time of the accident was acting in the discharge of his duties within the scope of his employment and/or under the direction of said Board of Education..."

c. If a complaint against an administrator is not sustained, the administrator shall be reinstated with full reimbursement of all compensation lost.

d. When an administrator acting in the discharge of duties within the scope of employment is involved in an administrative or judicial proceeding that requires meeting during the school day, the administrator shall be released with full pay and the time shall not be charged against sick leave or personal leave time.

e. The Board shall provide counsel and pay court costs and judgments related to any administrative or judicial proceeding or suit involving a unit member who has acted in the discharge of duties within the scope of his employment. In instances when the interest of the District and the unit member may conflict the District shall so notify the unit member and shall reimburse the unit member for his representation and any damages and court costs in an administrative or judicial proceeding or suit involving the administrator who has acted in the discharge of duties within the scope of his/her employment.

ARTICLE 17

PERSONAL INJURY BENEFITS

1. Coverage. All administrators are covered by Workers Compensation insurance which protects them in case of accidents while on duty. In the event of such an accident, the administrator shall immediately notify the Superintendent of Schools or his designee that the proper forms can be executed by the school authorities and attending physician.

2. Procedure. Should an assault on a unit member occur, and if it results in loss of time, the unit member shall be paid in full for a period of six (6) months; this period may be renewed for successive six (6) month periods upon certification of the continuance of the disability by a District physician. Such paid absence shall not be deducted from any sick leave to which such administrator is entitled under this Agreement.

3. Reimbursement. The City School District shall reimburse administrators for the replacement cost of any clothing, dentures, eyeglasses, hearing aids, or other similar items which are damaged or destroyed while they were acting in the discharge of their duties, within the scope of their employment, provided that such replacement cost does not result in double reimbursement.

ARTICLE 18

VACANCY AND TRANSFER

1. A vacancy is an open position created by transfer to another position, resignation, retirement, promotion, discharge, death or the need for additional positions at any work location.

2. All vacancies including assignments to summer positions occurring in the District for administrative and supervisory positions shall be advertised in the Administrative Bulletin and posted on the ASAR bulletin board in every work location in the District and prominently displayed in the central administration building for at least two (2) work weeks, occurring during the regular academic year, prior to the filling of the position. The District shall provide ASAR with a complete list of all such vacancies as they occur.

3. Administrators shall be notified at least thirty (30) days in advance of any change in assignment, unless an emergency situation exists.

4. Tenured principals shall have the first opportunity to be interviewed for bona fide same title advertised vacancies. This interview process shall occur prior to the interviewing of all other candidates. Tenured principals will be required to make written application for such vacancies.

ARTICLE 19

OBSERVATION AND EVALUATION

Tenured and Non Tenured Administrators

1. All tenured administrators shall be evaluated by the PARA/SUMMATIVE procedures outlined in Article 35, as developed and supervised by the Joint CIAS Panel. No changes can be made to the formative or summative evaluation process without panel approval.

2. A new observation and evaluation process shall be developed for non tenured administrators by the CIAS Panel for the 1997-98 school year. Until such time or until said "New" process is developed and approved by the CIAS Panel the procedures outlined in Article 19 of the ASAR Contract dated July 1, 1993 - June 10, 1996 shall remain in effect..

3. All observations and evaluations of non tenured administrators will be conducted in accordance with the present form or a new form developed and approved by the CIAS Panel.

4. All observation of work performance of non tenured administrators shall be conducted openly, with full knowledge of the administrator.

5. A non tenured administrator shall be given a copy of his/her final evaluation prepared by the supervisor upon request.

6. No reports shall be submitted to central administration or the CIAS Panel, placed in any administrator's file or otherwise acted upon without prior review with the administrator. An administrator will be entitled to have a representative of ASAR present at the conference.

7. All observation and evaluation forms for non tenured administrators shall require the signature of the evaluator or observer and the administrator. These standard forms shall contain the statement "I have read and (do/do not) agree with the above," followed by space for the administrator's signature.

8. The administrator shall also have the right to submit a written reply to such material and attach it to the file copy.

9. No material derogatory to an administrator's conduct, service, character, or personality shall be placed in a personnel file unless the administrator has received such material indicating he has had the opportunity to review it. This clause shall not apply to:

- a. Reference information supplied by former employers.
- b. Reference information supplied by colleges and universities.
- c. Reference information as required by the local promotional procedures.

The administrator shall also have the right to submit a written reply to such material and attach it to the file copy.

10. No observation or evaluation forms of any kind shall become part of an administrator's personnel file unless it has met the above conditions.

11. a. An administrator shall have the right upon request and by appointment to review the contents of that administrator's personnel and CIAS file except information supplied by reference sources. An administrator will be entitled to have a representative of ASAR during such review.

b. No agency or group of ASAR representative shall have access to an administrator's personnel or CIAS file without prior consent of the administrator.

c. The District shall maintain a list which shall become part of the personnel file of all personnel who review the administrator's personnel or CIAS file, which list shall contain the name of the individual and the date reviewed. An individual not known to the custodian of the file shall be required to identify themselves prior to gaining access to the file.

No access except as provided herein to an administrator's personnel or CIAS file shall be permitted.

12. A non-tenured administrator may request an observation or evaluation be made by an appropriate Central Office staff member at any time during the school year.

ARTICLE 20

GRIEVANCE PROCEDURE

1. Definitions.

- a. Grievance A grievance is a claim based upon an event or condition which affects the conditions or circumstances under which an administrator works, allegedly caused by misinterpretation or inequitable application of established policies or terms of this Agreement.
- b. The term administrator may include a group of administrators who are similarly affected by a grievance.
- c. Party-in-interest - A party-in-interest shall mean the person making the claim and/or any person who might be required to take action or against whom action might be taken in order to resolve the problem.
- d. Days - The term days when used in this Section shall, except where otherwise indicated, mean working school days.
- e. Aggrieved Party - The term aggrieved party shall mean any person or group of persons in the negotiating unit filing a grievance.

2. Purpose. The primary purpose of the procedure set forth in this Section is to secure at the lowest level possible, equitable solutions to the problems of the parties. Except as is

necessary for the purpose of implementing this Section, both parties agree that these proceedings shall be kept as informal and confidential as may be appropriate at any level of such procedure. Nothing contained herein shall be construed as limiting the right of any administrator having a grievance to discuss the matter informally with an appropriate member of the administration.

3. Procedure.

- a. It is important that grievances be processed as rapidly as possible. The number of days indicated at such level shall be considered as maximum and every effort shall be made to expedite the process period. However, when mutually agreed upon, the time limits given below may be extended.
- b. In the event a grievance is filed on or after the first day of June, which, if left unresolved until the beginning of the following year, could result in irreparable harm to administrator or group of administrators concerned, the time limits set forth herein shall be appropriately reduced.
- c. Failure at any step of this procedure to communicate to the aggrieved and the Association the decisions on a grievance within the specified time limits shall permit the aggrieved administrator to proceed to the next stage of the grievance procedure. Failure to appeal a grievance to the next stage within the specified time limits shall terminate the grievance.

4. Stages.

- a. Stage 1 - Immediate Supervisor. Any administrator having a grievance shall submit the grievance to his immediate supervisor or principal, whoever is most directly concerned, within twelve (12) weeks of the date when the unit member knew or should have known of the alleged occurrence of the

grievance. The presentation shall be made orally and the administrator may present the grievance either individually or with the appropriate (ASAR) representative with the objective of resolving the matter informally. The immediate supervisor or principal shall have five (5) days to attempt a resolution of the grievance. When the response by the immediate supervisor does not resolve the grievance, the immediate supervisor shall present his resolution in writing to the grievant and ASAR.

b. Stage 2 - Superintendent of Schools.

- 1) If the decision at Stage 1 does not satisfactorily resolve the grievance, the grievant shall, within ten (10) days, reduce the grievance to writing and forward the same to the Superintendent of Schools or his designee. The immediate supervisor or principal shall reduce his decision to writing and forward same to the Superintendent of Schools, or his designee.
- 2) Within ten (10) days from receipt of the written appeal at Stage 1, the Superintendent of Schools or his designee shall hold a meeting with the administrator, his representative, and all the parties-in-interest.
- 3) The Superintendent or his designee shall render his decision in writing to the administrator, his representative, and all other parties-in-interest within five (5) days after the conclusion of the hearing.

c. Stage 3 - Board of Education.

- 1) If an administrator is not satisfied with the decision at Stage 2, an appeal may be filed in writing to the Board of Education, within fifteen (15) school days from the receipt of the decision at Stage 2. The official

grievance record maintained by the Superintendent of Schools or his designee may be available for use by the Board of Education.

2) Within fifteen (15) days after receipt of an appeal, the Board of Education shall hold a hearing on the grievance. The hearing shall be conducted in executive session.

3) Within five (5) days after the conclusion of the hearing, the Board of Education shall render a decision in writing on the grievance. Such decision shall be promptly transmitted to the grievant and all parties-in-interest.

d. Stage 4 Arbitration.

1) After such meeting, if the administrator and/or ASAR are not satisfied with the decision at Stage 3, and the Association determines that the grievance is meritorious, they shall submit the grievance to arbitration by written notice to the Board of Education within fifteen (15) days of the decision at Stage 3.

2) Within five (5) school days after such written notice of submission to arbitration, the Board of Education and ASAR shall agree upon a mutually agreeable arbitrator competent in the area of the grievance and will obtain a commitment from said arbitrator to serve. If the parties are unable to agree upon an arbitrator or to obtain such commitment within ten (10) days, a request for a list of arbitrators will be made to the Public Employment Relations Board by either party. The parties shall then be

bound by the rules and regulations of the Public Employment Relations Board in the selection of an arbitrator.

3) The selected arbitrator shall hear the matter promptly and will issue his decision not later than thirty (30) calendar days of the date of the close of the hearing, or if oral closing arguments have been waived, then from the date the final statements and proofs are submitted to him. The arbitrator's decision will be in writing and will set forth his findings of facts, reasoning, and conclusions on the issues.

4) The arbitrator shall have no power or authority to make any decision which requires the commission of an act prohibited by law, or which adds to, deletes from, or in any way changes, alters or modifies the terms of this Agreement.

5) The decision of the arbitrator shall be final and binding upon all parties.

6) The cost of the services of the arbitrator shall be borne equally by the Board and ASAR.

5. Miscellaneous.

a. All meetings involving grievances shall be held during either unassigned time during the school day or after school hours.

b. During the pendency of any proceeding and until the final determination is reached, all proceedings shall be private and any preliminary disposition shall not be made public without the agreement of all parties.

c. There shall be no reprisals of any kind by supervisory or administrative personnel taken against any party-in-interest or his representative, or any other participant in the procedure set forth herein by reason of such participation.

d. All documents, communications, records dealing with the processing of a grievance shall be filed separately from the personnel file of the participants.

e. Forms for filing grievances, serving notices, taking appeals, making appeals, making reports and recommendations, and other necessary documents shall be prepared and given appropriate distribution by the Superintendent so as to facilitate the operation of the procedure set forth herein.

f. If the parties find that there has been a misinterpretation of the Agreement of established policy, on the part of ASAR, its representatives, and any members of the unit or the Board, the parties agree to take all appropriate and necessary steps to correct the error without delay.

g. ASAR agrees that during the processing of a grievance under this Section's procedures, and time limits, it shall take all steps necessary and appropriate to assure that all job responsibilities shall be fully and faithfully discharged and the status quo shall be maintained by administrators until the grievance is resolved.

h. In the event that, in the judgment of ASAR, a grievance affects a group or class of administrators, ASAR may submit each grievance in writing to the Superintendent of Schools or his designee directly and such grievances shall be disposed of in accordance with the procedures set forth commencing at Stage 2 above.

i. Unless the grievance is a class action grievance as defined in (h), the grievant shall appear at each stage.

ARTICLE 21

JOB SECURITY

When a member of the Administrative and Supervisory bargaining unit is laid off due to budget constraints and personnel reductions and there is a vacancy in a teaching position for which that administrator has certification and where there is no preferred eligible list for that position that administrator shall be offered that position.

ARTICLE 22

DIRECT DEPOSIT

The option of direct deposit of salary payments to unit members shall be available.

ARTICLE 23

MAINTENANCE OF STANDARDS

All conditions of employment, including extra compensation for outside regular hours, relief periods, leaves, and general working conditions shall be maintained at not less than the highest minimum standards in effect in the system at the time this Contract is signed, provided that such conditions shall be improved for the benefit of the administrators as required by the express condition of this Contract.

ARTICLE 24

MANAGEMENT RIGHTS

It is understood and agreed that the Board of Education possesses the sole right to operate the City School District, and that all management rights must be exercised consistent with the provisions of this Agreement.

Nothing contained in this Agreement shall be construed to waive or limit the power of the Board of Education to abolish, create or modify administrative/supervisory positions. It is further understood that the Board of Education has the management right to transfer members of the bargaining unit within their tenure area, to establish policies and procedures concerning promotion into and within the unit, and to establish the criteria for such promotion including the establishment and maintenance of residency within the District as a condition for such promotion and continued employment in that position. The Superintendent of Schools may award merit stipends to members of the collective bargaining unit after agreement upon a negotiated general salary increase beginning with the 1984-85 school year.

ARTICLE 25

CONTRACT REPRODUCTION AND DISTRIBUTION

Copies of this Agreement shall be reproduced and distributed at Board expense and made available to all unit members now employed or hereafter employed by the Board within 30 days after its ratification or the beginning of such employment if that occurs later. The format of the Contract copy shall be jointly developed by ASAR and the Board.

ARTICLE 26

LEGISLATIVE APPROVAL

IT IS AGREED BY AND BETWEEN THE PARTIES THAT ANY PROVISION OF THIS AGREEMENT REQUIRING LEGISLATIVE ACTION TO PERMIT ITS IMPLEMENTATION BY AMENDMENT OF LAW OR BY PROVIDING THE ADDITIONAL FUNDS THEREFOR, SHALL NOT BECOME EFFECTIVE UNTIL THE APPROPRIATE LEGISLATIVE BODY HAS GIVEN APPROVAL.

ARTICLE 27

NO STRIKE

The Association in consideration of the terms and conditions of this Agreement, will not engage in, instigate, or condone any strike, work stoppage, or any concerted refusal to perform normal work duties on the part of any member of the bargaining unit covered by this Agreement, and will undertake to discourage any such acts by any such bargaining unit member.

ARTICLE 28

SAVINGS CLAUSE

This Agreement and all provisions herein are subject to all applicable laws. In the event any provision of this Agreement is held to violate such laws, said provision shall not bind either of the parties, but the remainder of the Agreement shall remain in full force and effect as if the invalid provision had not been a part of this Agreement.

ARTICLE 29

JOINT COMMITTEE

A joint committee shall be formed to study and report on the problems associated with the delivery of Special Education services to students in the schools and the attendant burden on administrators. The committee will make recommendations to the Superintendent so as to enhance the ability of building level administrators to comply with the District's Consent Decree concerning Special Education and provide quality services to both students with handicapping conditions and students in regular District programs.

ARTICLE 30

CLASSIFICATION COMMITTEE

There shall be established a joint ASAR/DISTRICT committee to review existing salary inequities of administrators in the Unit. This committee will accept applications through December 31, 1996, and will review these applications within the framework of expressed District mission and goals. This committee will make allocation decisions by April 1, 1997 for the implementation of up to \$15,000 in salary adjustments on July 1, 1997.

ARTICLE 31

GROUP ACCOUNTABILITY

Our system of accountability is shared accountability where expectations and standards are clearly defined; assessments are credible, measure true progress and provide information to improve practice; triggers of support, assistance and intervention are defined; and incentives to improve practice exist for individual educators (teachers, administrators, support staff), groups of educators (schools, schools-within-schools, primary unit, intermediate unit, houses, etc.) and others (parents, community, human service agencies, governmental institutions and businesses).

Further, the Rochester City School District and ASAR recognize that schools or groups of educators within schools (schools-within-schools, primary unit, or intermediate unit) are the essential unit of accountability and that student achievement is the essential indicator of progress.

ASAR and RCSD therefore commit to establishing a group or school accountability plan that is based upon four key principles:

1. Student outcomes are the primary indicator of progress. Student growth and meeting learning standards will serve as the fundamental measure of school or school unit accountability.
2. Annual assessment of progress, including public reporting by each school or school unit, will occur.
3. Evidence of how school results have informed and led to changes in the school's improvement plan must be reported annually.
4. Incentives, including a Leadership Development/School Support Fund will be tied to school or school unit progress.

I. STUDENT OUTCOMES AND ANNUAL ASSESSMENT OF PROGRESS

The annual progress reporting on all aspects of school performance would include but not be limited to, the following achievement measures and measures of school quality:

- Measures in language arts and math (primary and intermediate levels) to be combined, including developmental stages in listening and speaking, writing and reading, and math.
- Percent of students expected to perform at the next grade level without additional support.
- Progress/growth of cohort groups over 2-3 year period: primary K-2/3; intermediate, 3-5/4-6; middle, 6-8; and high school, 9-12.
- Feedback from receiving school.
- Percent of students who take and, where applicable, pass District, Regents, and national exams, including but not limited to, SAT/ACT and other authentic measures of student performance, e.g., New York State proposed Unitary Regents Examination.
- Portfolios with evidence of strong accomplishments in writing.

In addition to student achievement measures, ASAR and RCSD recognize the importance of indicators of school quality that must be included in an assessment of progress. Such school quality indicators will include but not be limited to:

- Parent Involvement, including evidence of parent direct impact on the educational process and evidence of staff connection/outreach to the parent/ home.

- Customer Satisfaction, including evidence of satisfaction with the quality of the educational experience, school environment and school/staff levels of responsiveness.

ASAR and the RCSD also recognize the importance of delivery standards which ensure the opportunity to learn by describing the support appropriate to achieve established District content and performance standards.

II. LINKING RESULTS TO THE SCHOOL IMPROVEMENT PLAN

The annual public reporting by each school or school unit will describe how the school's results have informed the school and led to changes in the school improvement plan.

III. INCENTIVES LINKED TO SCHOOL OR SCHOOL UNIT PROGRESS

A proportionate (per administrator) amount of the funds (total amount not to exceed \$85,000) will be made available to the building principal, program principal, teaching principal, or other structure resulting from Article 32. The fund would support efforts that promote effective leadership towards "Principles for Achieving Schools."

Schools that have high and rigorous standards for what all students should know and be able to do.

Schools that promote active, meaningful and real to life learning that focuses on critical and creative thinking and empower students to take greater responsibility for their learning.

Schools that have student learning assessments that are diversified and performance based and school assessments that focus on credible, diversified and fair (equitable) indicators of opportunities for all students.

Schools that have knowledge-based teaching that is responsible and responsive to student's needs, ensuring high standards for all students.

Schools that are small in size to permit supportive environments, where students are known.

Students that have shared decision-making and shared accountability for student success as well as democratic governance.

Schools that provide safe and democratic environments for learning.

Schools that provide incentives to promote student success and to create opportunities for all students, as well as logical sequences and disincentives for failing to do so.

Schools that work closely with students' families and seek to coordinate non-school services for students who need them.

Allocation of the fund to each school will be made by the Superintendent of Schools or his/her designee.

After the initial year of implementation, school administrators will account for the results/benefits from the use of such resources.

Logical consequences must exist for schools or schools-within-schools that are unable to demonstrate progress toward agreed upon standards. The quality review and assessment of progress will identify barriers that must be addressed. A plan of corrective action may include a combination of the following:

- necessary support and assistance
- changes in procedures, staff and/or school operations
- prescribed training
- replacement or reconstituting of the school program or portion thereof
- school closing

IV. GOVERNANCE

Governance shall be provided by an Executive Committee of the School-Based Planning Committee, comprised of the Superintendent or designee, bargaining unit Presidents or designees, parent representative, and student/representative.

ARTICLE 32

PERFORMANCE APPRAISAL FOR ADMINISTRATORS

The District and ASAR recognize that administrative leadership is crucial to the success of schools. Therefore, the District and ASAR agree that the performance appraisal of administrators shall be tied directly to critical success factors, utilizing multiple indicators. These indicators shall include the supervision and evaluation of subordinates and the District's five design tasks:

- Dimensions of Leadership
- Knowledge of teaching and learning effective Organizational Management
- Effective Organizational Management
- Public Engagement and Collaboration with Others

➤ High Performance Management/Professional Development/Reflective Practice

The District expectations for tenured administrators will be linked to evidence of individual, school and student performance. The CIAS Panel shall be responsible for providing professional development that will be tied directly to the District mission and purpose.

The CIAS Panel shall be responsible for professional expectations and standards. These expectations and standards shall be developed jointly by the CIAS Panel. The panel shall consist of three members appointed by the Superintendent, three members appointed by the ASAR President. The chair will rotate annually between the two parties with a panel year being defined as July 1 - June 30th. The joint governing panel will develop and make program and policy recommendations concerning the implementation of the CIAS Plan to the Superintendent of Schools and the ASAR President. The panel shall be compensated for services consistent with procedures developed by the panel and approved by the ASAR President and the Superintendent of Schools.

Tenured administrators who complete the 2 year Formative process and subsequently complete the Summative Appraisal process and receives a "MEETS DISTRICTS STANDARDS" rating shall receive a performance incentive of \$700. Those tenured administrators who complete the 2 year Formative process and subsequently complete the Summative Appraisal process and who receive an "Exceeds Districts Standards" rating shall receive a performance incentive of \$950. Those administrators who receive a "Needs to Improve" rating shall receive annual raise increases as prescribed by the contract but no performance incentive. Administrators who receive a "Does Not Meet Districts Standards" shall receive no annual raise and no performance incentive. All Performance Appraisal incentives shall be paid prior to January 1st of the following year. In both cases where the evaluation is less than meeting District standards, the administrator must be evaluated again in the succeeding year. Two consecutive years of Needs Improvement equates to Unsatisfactory.

ARTICLE 33

DURATION

The provisions of each Section attached hereto shall be effective July 1, 1996, unless otherwise noted, and shall continue in full force and effect until June 30, 1999, or until a subsequent Agreement is signed by both parties.

IN WITNESS WHEREOF, the parties hereunto set into their hands and seals.

BOARD OF EDUCATION OF THE CITY SCHOOL DISTRICT
OF ROCHESTER, NEW YORK

By _____
Darryl W. Porter
President

By _____
Clifford B. Janey
Superintendent of Schools

By _____
Augustin Melendez, Supervising Director of Human Resources,
Chief Negotiator

ASSOCIATION OF SUPERVISORS AND ADMINISTRATORS OF
ROCHESTER

By _____
Richard Stear
President

By _____
Steven Schafheimer
Chairperson, Negotiating Team

APPENDIX A

ADMINISTRATIVE AND SUPERVISORY POSITIONS

(As of July 1, 1989)

Subject to revision and correction in accordance with the committee established in Article 30 of this Agreement.

<u>Bracket</u>	<u>Position</u>
AD-III	Open
AD-IV	Administrative Specialist Assistant Project Supervisor - Adult Education Supervisor of Occupational and Continuing Instruction
AD-V	Project Supervisor A Hilt/Chapter VII parental Involv. Chapter I ESOL Doug/UR Drug Ed/Prev. Adult Basic Educ. Placement Center House Supervisor Coordinator of Libraries Program Administrator - Adult Learning Center Student Placement Specialist Summer School Sup. of Attend. Supervisor of Continuing Education Youth at Risk Math Sec. Magnet Sch. Chapt. 1 Rdg. Elem. Bilingual Math Reading Writing
AD-VI	Program Evaluation Specialist Project Sup. B Regional Pre-K Preschool Par/Pr. Communication Magnet Assistant Director Math Spec. Educ. Instruction Student Placement Special-Educ. Coord. Admin. Spec., Educ. A (Differ.)
AD-VII	Coordinator of Instruction School Coord. of Health/PE/Athletics (Differ.) Coord. Admin. Spec. Educ. B (Differ.) Coord. Admin. PreSchool Spec. Educ.

<u>Bracket</u>	<u>Position</u>
AD-VIII	Coord. Admin. Sec. Educ. C (Differ.) Elementary Vice-Principal House Administrator Secondary Dean of Students (H.H.T.) Program Admin. Elementary House Admin. Exec. Asst. to District Superintendent Director A World of Work
AD-IX	Secondary Vice Principal Coord. Dir. Ext. Affairs/Com. Plan. Coord. Dir. of Special Instruction Services Coord. Dir. of St. Data/Testing/Records Director B Adult Occupational Education Grants Development/Procurement Human Resources Libraries Magnet Schools Special Education Instruction Staff Development Pupil Personnel
AD-X	Elementary/Secondary Principal A (Up to 45.9 FTE) Secondary Program Administrator Coord. Dir. of Org. Effect. Chap. I/Proj. Management & Grants Director C Guidance Fine Arts (music, arts, etc.) Bilingual Education English and Writing Foreign Language/MAP Health and Physical Education Inst. Tech./Learning Res. Math Reading Science Social Studies and Multicultural Education Early Childhood Practical Arts
AD-XI	Elementary/Secondary Principal B (46-70.9 FTE)

AD-XII	Elementary/Secondary Principal C (71-150.9 FTE)
AD-XIII	Elementary/Secondary Principal D (151 FTE or more)

Administrative and Supervisory Salary Schedule

Effective July 1, 1996 - June 30, 1997

Master's Schedule F - 10 Months plus 10 Days

BRACKETS											
STEPS	3.0	4.0	5.0	6.0	7.0	8.0	9.0	10.0	11.0	12.0	13.0
1	51,134	52,835	53,860	55,222	57,262	59,308	61,351	62,719	64,423	66,474	68,593
2	52,696	54,466	55,537	56,957	59,093	61,225	63,358	64,783	66,559	68,690	70,893
3	54,250	56,103	57,212	58,697	60,915	63,139	65,357	66,836	68,690	70,913	73,212
4	55,810	57,734	58,886	60,431	62,738	65,051	67,365	68,897	70,823	73,135	75,527
5	57,372	59,370	60,567	62,166	64,566	66,960	69,359	70,962	72,960	75,352	77,829
6	58,933	61,011	62,242	63,903	66,392	68,878	71,366	73,017	75,095	77,578	80,151
7	60,492	62,636	63,922	65,639	68,208	70,791	73,372	75,079	77,228	79,804	82,472
8	61,793	63,996	65,323	67,110	69,736	72,389	75,031	76,795	79,006	81,660	84,406
9	63,092	65,354	66,720	68,535	71,253	73,975	76,700	78,516	80,781	83,502	86,321
10	63,605	65,899	67,274	69,107	71,865	74,613	77,367	79,200	81,490	84,243	87,094
15	64,388	66,720	68,123	69,982	72,769	75,573	78,366	81,208	82,563	85,358	88,253
20	65,687	68,077	69,516	71,425	74,297	77,171	80,031	81,946	84,333	87,203	90,175

Administrative and Supervisory Salary Schedule

Effective July 1, 1996 - June 30, 1997

Master's + 15 Hours - Schedule G - 10 Months plus 10 Days

BRACKETS											
STEPS	3.0	4.0	5.0	6.0	7.0	8.0	9.0	10.0	11.0	12.0	13.0
1	52,086	53,790	54,814	56,174	58,224	60,275	62,311	63,675	65,380	67,425	69,536
2	53,648	55,423	56,491	57,915	60,042	62,187	64,314	65,742	67,513	69,641	71,842
3	55,207	57,061	58,168	59,643	61,865	64,091	66,313	67,795	69,641	71,868	74,169
4	56,767	58,693	59,843	61,386	63,700	66,006	68,316	69,856	71,784	74,088	76,468
5	58,324	60,325	61,523	63,125	65,522	67,920	70,317	71,915	73,912	76,316	78,801
6	59,882	61,957	63,195	64,857	67,342	69,826	72,323	73,974	76,042	78,528	81,103
7	61,447	63,588	64,882	66,597	69,173	71,747	74,321	76,037	78,177	80,749	83,411
8	62,743	64,949	66,276	68,042	70,688	73,336	75,988	77,752	79,963	82,609	85,346
9	64,044	66,312	67,672	69,494	72,211	74,934	77,658	79,544	81,737	84,453	87,262
10	65,195	67,494	68,872	70,705	73,453	76,206	78,959	80,796	83,089	85,844	88,694
15	65,987	68,313	69,708	71,573	74,366	77,171	79,963	81,826	84,160	86,949	89,837
20	67,282	69,669	71,107	73,017	75,889	78,764	81,625	83,545	85,931	88,802	91,773

Administrative and Supervisory Salary Schedule

Effective July 1, 1996 - June 30, 1997

Master's + 30 Hours - Schedule H - 10 Months plus 10 Days

BRACKETS											
STEPS	3.0	4.0	5.0	6.0	7.0	8.0	9.0	10.0	11.0	12.0	13.0
1	53,044	54,742	55,767	57,133	59,176	61,219	63,272	64,635	66,330	68,380	70,497
2	54,599	56,375	57,448	58,868	61,011	63,139	65,270	66,692	67,439	70,602	72,801
3	56,162	58,009	59,122	60,602	62,822	65,051	67,271	68,756	70,602	72,828	75,128
4	57,720	59,643	60,797	62,340	64,647	66,958	69,274	70,811	72,738	75,043	77,426
5	59,291	61,279	62,475	64,077	66,476	68,878	71,276	72,869	74,865	77,264	79,744
6	60,842	62,914	64,155	65,813	68,296	70,787	73,272	74,933	77,002	79,489	82,057
7	62,405	64,551	65,834	67,549	70,128	72,701	75,275	76,991	79,139	81,715	84,378
8	64,027	66,229	67,549	69,318	71,968	74,615	77,262	79,030	81,235	83,885	86,627
9	65,323	67,587	68,951	70,765	73,491	76,207	78,929	80,746	83,016	85,732	88,543
10	66,476	68,772	70,153	71,979	74,733	77,480	80,238	82,076	84,365	87,116	89,960
15	67,581	69,906	71,303	73,164	75,964	78,764	81,556	83,419	85,745	88,548	91,445
20	68,878	71,265	72,701	74,613	77,480	80,354	83,222	85,138	87,526	90,398	93,368

Administrative and Supervisory Salary Schedule

Effective July 1, 1996 - June 30, 1997

Schedule I - Doctorate - 10 Months plus 10 Days

BRACKETS											
STEPS	3.0	4.0	5.0	6.0	7.0	8.0	9.0	10.0	11.0	12.0	13.0
1	54,958	56,654	57,688	59,050	61,088	63,139	65,181	66,545	68,252	70,297	72,407
2	56,519	58,294	59,362	60,784	62,918	65,055	67,181	68,612	70,383	72,518	74,721
3	58,077	59,927	61,041	62,524	64,748	66,960	69,182	70,669	72,518	74,742	77,038
4	59,637	61,562	62,717	64,258	66,566	68,878	71,186	72,724	74,647	76,964	79,358
5	61,204	63,189	64,390	65,994	68,397	70,791	73,188	74,787	76,780	79,307	81,922
6	62,754	64,830	66,066	67,727	70,221	72,701	75,193	76,844	78,921	81,408	83,977
7	64,317	66,456	67,748	69,467	72,038	74,615	77,190	78,906	81,052	83,631	86,297
8	65,990	68,136	69,462	71,230	73,879	76,525	79,175	80,945	83,150	85,794	88,528
9	67,549	69,816	71,180	72,991	75,721	78,445	81,167	82,977	85,252	87,967	90,733
10	69,028	71,311	72,698	74,525	77,287	80,031	82,788	84,617	86,914	89,668	92,514
15	70,765	73,095	74,489	76,360	79,147	81,946	84,745	86,602	88,940	91,733	94,618
20	72,063	74,458	75,889	77,804	80,674	83,545	86,411	88,322	90,709	93,584	96,553

Administrative and Supervisory Salary Schedule

Effective July 1, 1996 - June 30, 1997

Master's Schedule F - 11 Month

BRACKETS											
STEPS	3.0	4.0	5.0	6.0	7.0	8.0	9.0	10.0	11.0	12.0	13.0
1	52,423	54,175	55,227	56,625	58,723	60,824	62,921	64,326	66,082	68,184	70,358
2	54,029	55,850	56,951	58,407	60,603	62,790	64,984	66,447	68,274	70,460	72,723
3	55,629	57,530	58,669	60,196	62,475	64,759	67,037	68,557	70,460	72,744	75,107
4	57,229	59,208	60,389	61,976	64,347	66,723	69,100	70,673	72,651	75,027	77,483
5	58,832	60,887	62,119	63,759	66,223	68,683	71,148	72,796	74,846	77,305	79,850
6	60,439	62,570	63,838	65,544	68,103	70,654	73,210	74,906	77,042	79,593	82,235
7	62,038	64,244	65,562	67,327	69,966	72,617	75,269	77,023	79,230	81,879	84,622
8	63,374	65,640	67,000	68,815	71,535	74,260	76,974	78,786	81,057	83,782	86,602
9	64,710	67,033	68,438	70,301	73,092	75,891	78,687	80,554	82,879	85,678	88,575
10	65,238	67,592	69,006	70,890	73,719	76,544	79,373	81,259	83,608	86,435	89,363
15	66,042	68,438	69,878	71,787	74,650	77,531	80,402	83,319	84,710	87,582	90,556
20	67,377	69,832	71,309	73,269	76,220	79,174	82,111	84,077	86,529	89,477	92,529

Administrative and Supervisory Salary Schedule

Effective July 1, 1996 - June 30, 1997

Master's + 15 Hours - Schedule G (11 Month)

BRACKETS											
STEPS	3.0	4.0	5.0	6.0	7.0	8.0	9.0	10.0	11.0	12.0	13.0
1	53,404	55,154	56,207	57,605	59,711	61,816	63,908	65,309	67,061	69,160	71,330
2	55,007	56,831	57,930	59,394	61,579	63,782	65,964	67,431	69,250	71,438	73,700
3	56,611	58,514	59,652	61,169	63,450	65,736	68,017	69,542	71,438	73,722	76,085
4	58,214	60,191	61,375	62,956	65,334	67,703	70,077	71,660	73,368	76,005	78,451
5	59,812	61,869	63,100	64,744	67,207	69,669	72,132	73,773	75,826	78,294	80,846
6	61,415	63,543	64,815	66,520	69,077	71,627	74,194	75,890	78,014	80,570	83,215
7	63,019	65,221	66,549	68,310	70,960	73,599	76,244	78,007	80,204	82,850	85,588
8	64,353	66,614	67,981	69,793	72,513	75,233	77,957	79,769	82,041	84,757	87,570
9	65,689	68,016	69,417	71,285	74,077	76,874	79,673	81,610	83,865	86,654	89,538
10	66,871	69,231	70,648	72,533	75,352	78,183	81,008	82,896	85,249	88,081	91,013
15	67,683	70,072	71,505	73,423	76,293	79,174	80,041	83,955	86,351	89,218	92,185
20	69,016	71,468	72,947	74,906	77,855	80,807	83,749	85,720	88,171	91,121	94,175

Administrative and Supervisory Salary Schedule

Effective July 1, 1996 - June 30, 1997

Master's + 30 Hours - Schedule H (11 Month)

BRACKETS											
STEPS	3.0	4.0	5.0	6.0	7.0	8.0	9.0	10.0	11.0	12.0	13.0
1	54,390	56,134	57,187	58,589	60,688	62,787	64,895	66,294	68,038	70,144	72,321
2	55,987	57,812	58,913	60,372	62,570	64,759	66,948	68,409	70,236	72,425	74,686
3	57,592	59,489	60,631	62,153	64,433	66,723	69,001	70,527	72,425	74,710	77,071
4	59,193	61,169	62,354	63,939	66,308	68,682	71,059	72,639	74,619	76,987	79,433
5	60,808	62,849	64,077	65,721	68,186	70,654	73,117	74,757	76,805	79,269	81,815
6	62,398	64,529	65,803	67,505	70,056	72,615	75,169	76,873	78,999	81,553	84,195
7	64,006	66,209	67,526	69,290	71,937	74,582	77,227	78,987	81,194	83,838	86,575
8	65,670	67,933	69,290	71,105	73,827	76,547	79,267	81,081	83,347	86,070	88,887
9	67,000	69,328	70,728	72,594	75,392	78,184	80,977	82,844	85,178	87,967	90,852
10	68,186	70,544	71,964	73,841	76,670	79,492	82,324	84,208	86,562	89,387	92,312
15	69,320	71,711	73,144	75,058	77,935	80,807	83,676	85,592	87,978	90,858	93,837
20	70,654	73,106	74,582	76,544	79,492	82,444	85,386	87,358	89,809	92,762	95,814

Administrative and Supervisory Salary Schedule

Effective July 1, 1996 - June 30, 1997

Schedule I Doctorate - 11 Month

BRACKETS											
STEPS	3.0	4.0	5.0	6.0	7.0	8.0	9.0	10.0	11.0	12.0	13.0
1	56,534	58,097	59,158	60,560	62,652	64,759	66,858	68,256	70,010	72,111	74,282
2	57,957	59,780	60,878	62,338	64,531	66,728	68,911	70,380	72,199	74,392	76,654
3	59,557	61,457	62,605	64,127	66,411	68,683	70,965	72,493	74,392	76,678	79,038
4	61,160	63,137	64,325	65,906	68,277	70,654	73,024	74,604	76,581	78,959	81,414
5	62,771	64,811	66,045	67,690	70,160	72,617	75,082	76,722	78,770	81,367	84,054
6	64,362	66,493	67,767	69,470	72,034	74,582	77,143	78,838	80,970	83,523	86,161
7	65,969	68,168	69,494	71,258	73,901	76,547	79,192	80,955	83,159	85,810	88,550
8	67,686	69,892	71,252	73,073	75,792	78,510	81,231	83,052	85,313	88,032	90,844
9	69,290	71,618	73,019	74,880	77,684	80,480	83,277	85,138	87,471	90,262	93,144
10	70,810	73,153	74,579	76,457	79,292	82,111	84,939	86,821	89,181	92,011	94,935
15	72,594	74,985	76,419	78,338	81,200	84,077	86,952	88,862	91,261	94,131	97,099
20	73,924	76,387	77,855	79,823	82,771	85,720	88,664	90,627	93,079	96,032	99,083

Administrative and Supervisory Salary Schedule

Effective July 1, 1997 - June 30, 1998

Master's Schedule F - 10 Months plus 10 Days

BRACKETS											
STEPS	3.0	4.0	5.0	6.0	7.0	8.0	9.0	10.0	11.0	12.0	13.0
1	52,796	54,553	55,611	57,017	59,124	61,236	63,345	64,758	66,517	68,635	70,823
2	54,409	56,237	57,342	58,809	61,014	63,215	65,418	66,889	68,723	70,923	73,198
3	56,014	57,927	59,072	60,605	62,895	65,192	67,482	69,009	70,923	73,218	75,592
4	57,624	59,611	60,800	62,396	64,777	67,166	69,555	71,137	73,125	75,512	77,982
5	59,237	61,300	62,536	64,187	66,665	69,137	71,614	73,269	75,332	77,801	80,359
6	60,849	62,994	64,265	65,980	68,550	71,117	73,686	75,391	77,536	80,100	82,756
7	62,458	64,672	66,000	67,773	70,425	73,092	75,757	77,520	79,738	82,398	85,153
8	63,802	66,076	67,446	69,292	72,003	74,742	77,470	79,291	81,574	84,314	87,150
9	65,143	67,479	68,889	70,763	73,569	76,380	79,193	81,068	83,407	86,216	89,127
10	65,673	68,041	69,461	71,353	74,201	77,038	79,882	81,774	84,139	86,981	89,925
15	66,481	68,889	70,337	72,257	75,134	78,030	80,913	83,848	85,247	88,133	91,122
20	67,882	70,290	71,776	73,747	76,712	79,680	82,633	84,610	87,074	90,038	93,106

Administrative and Supervisory Salary Schedule

Effective July 1, 1997 - June 30, 1998

Master's + 15 Hours - Schedule G - 10 Months plus 10 Days

BRACKETS											
STEPS	3.0	4.0	5.0	6.0	7.0	8.0	9.0	10.0	11.0	12.0	13.0
1	53,779	55,539	56,596	58,000	60,117	62,234	64,337	65,745	67,505	69,617	71,796
2	55,392	57,225	58,327	59,798	61,994	64,209	66,405	67,879	69,708	71,905	74,177
3	57,002	58,916	60,059	61,582	63,876	66,174	68,469	69,999	71,905	74,204	76,580
4	58,612	60,601	61,788	63,382	65,771	68,152	70,537	72,127	74,117	76,496	78,954
5	60,220	62,286	63,523	65,177	67,652	70,128	72,603	74,253	76,315	78,797	81,363
6	61,829	63,971	65,249	66,965	69,531	72,096	74,674	76,379	78,514	81,081	83,739
7	63,445	65,655	66,991	68,762	71,422	74,079	76,737	78,509	80,718	83,374	86,122
8	64,783	67,060	68,430	70,254	72,986	75,720	78,458	80,279	82,562	85,294	88,120
9	66,126	68,468	69,872	71,753	74,558	77,370	80,182	82,130	84,394	87,198	90,099
10	67,314	69,688	71,111	73,003	75,841	78,683	81,526	83,422	85,790	88,634	91,577
15	68,132	70,534	71,974	73,900	76,783	79,680	82,562	84,486	86,896	89,775	92,757
20	69,469	71,934	73,418	75,391	78,356	81,324	84,278	86,261	88,724	91,689	94,756

Administrative and Supervisory Salary Schedule

Effective July 1, 1997 - June 30, 1998

Master's + 30 Hours - Schedule H - 10 Months plus 10 Days

BRACKETS											
STEPS	3.0	4.0	5.0	6.0	7.0	8.0	9.0	10.0	11.0	12.0	13.0
1	54,768	56,522	57,580	58,990	61,100	63,209	65,329	66,736	68,486	70,603	72,789
2	56,374	58,208	59,316	60,782	62,994	65,192	67,392	68,860	69,631	72,897	75,168
3	57,988	59,895	61,044	62,572	64,864	67,166	69,458	70,991	72,897	75,195	77,570
4	59,596	61,582	62,773	64,367	66,749	69,135	71,526	73,113	75,102	77,482	79,943
5	61,218	63,271	64,506	66,160	68,637	71,117	73,593	75,238	77,299	79,776	82,336
6	62,820	64,959	66,241	67,952	70,516	73,088	75,654	77,369	79,505	82,073	84,724
7	64,434	66,649	67,974	69,745	72,408	75,064	77,722	79,494	81,712	84,371	87,121
8	66,108	68,382	69,745	71,571	74,307	77,040	79,774	81,599	83,876	86,612	89,443
9	67,446	69,784	71,192	73,065	75,880	78,684	81,495	83,371	85,715	88,519	91,421
10	68,637	71,008	72,433	74,319	77,162	79,999	82,846	84,744	87,107	89,948	92,884
15	69,778	72,178	73,621	75,542	78,433	81,324	84,207	86,131	88,532	91,426	94,417
20	71,117	73,582	75,064	77,038	79,999	82,966	85,927	87,905	90,371	93,336	96,403

Administrative and Supervisory Salary Schedule

Effective July 1, 1997 - June 30, 1998

Schedule I - Doctorate - 10 Months plus 10 Days

BRACKETS											
STEPS	3.0	4.0	5.0	6.0	7.0	8.0	9.0	10.0	11.0	12.0	13.0
1	56,745	58,496	59,563	60,970	63,074	65,192	67,300	68,708	70,471	72,582	74,761
2	58,356	60,189	61,292	62,760	64,963	67,170	69,365	70,842	72,671	74,875	77,150
3	59,965	61,875	63,025	64,557	66,853	69,137	71,431	72,966	74,875	77,172	79,542
4	61,576	63,563	64,756	66,347	68,730	71,117	73,500	75,088	77,074	79,466	81,938
5	63,194	65,243	66,483	68,139	70,620	73,092	75,567	77,218	79,276	81,885	84,585
6	64,794	66,937	68,214	69,929	72,504	75,064	77,637	79,342	81,486	84,054	86,707
7	66,408	68,616	69,950	71,725	74,380	77,040	79,699	81,471	83,687	86,350	89,102
8	68,135	70,351	71,720	73,545	76,281	79,013	81,749	83,576	85,853	88,583	91,406
9	69,745	72,086	73,494	75,364	78,182	80,995	83,805	85,674	88,023	90,826	93,724
10	71,272	73,629	75,061	76,948	79,799	82,633	85,479	87,368	89,739	92,583	95,521
15	73,065	75,471	76,910	78,842	81,720	84,610	87,500	89,417	91,831	94,715	97,694
20	74,406	76,878	78,356	80,333	83,296	86,261	89,220	91,193	93,658	96,626	99,691

Administrative and Supervisory Salary Schedule

Effective July 1, 1997 - June 30, 1998

Master's Schedule F - 11 Month

BRACKETS											
STEPS	3.0	4.0	5.0	6.0	7.0	8.0	9.0	10.0	11.0	12.0	13.0
1	54,127	55,936	57,022	58,466	60,632	62,801	64,966	66,417	68,230	70,400	72,645
2	55,785	57,666	58,802	60,306	62,573	64,831	67,096	68,607	70,493	72,750	75,087
3	57,437	59,400	60,576	62,153	64,506	66,864	69,216	70,786	72,750	75,109	77,548
4	59,089	61,133	62,352	63,991	66,439	68,892	71,346	72,970	75,013	77,466	80,002
5	60,745	62,866	64,138	65,832	68,376	70,916	73,461	75,162	77,279	79,818	82,446
6	62,404	64,604	65,913	67,675	70,317	72,951	75,590	77,341	79,546	82,180	84,908
7	64,055	66,332	67,693	69,516	72,240	74,978	77,716	79,527	81,805	84,541	87,373
8	65,434	67,774	69,178	71,052	73,860	76,674	79,476	81,347	83,692	86,505	89,417
9	66,814	69,212	70,663	72,586	75,468	78,358	81,245	83,173	85,573	88,463	91,454
10	67,359	69,789	71,249	73,194	76,115	79,032	81,953	83,900	86,326	89,245	92,268
15	68,189	70,663	72,150	74,121	77,077	80,051	83,016	86,027	87,464	90,429	93,500
20	69,567	72,102	73,627	75,651	78,698	81,748	84,780	86,810	89,342	92,386	95,537

Administrative and Supervisory Salary Schedule

Effective July 1, 1997 - June 30, 1998

Master's + 15 Hours - Schedule G (11 Month)

BRACKETS											
STEPS	3.0	4.0	5.0	6.0	7.0	8.0	9.0	10.0	11.0	12.0	13.0
1	55,140	56,947	58,034	59,478	61,652	63,826	65,986	67,432	69,241	71,408	73,649
2	56,795	58,679	59,813	61,325	63,581	65,855	68,108	69,623	71,501	73,760	76,096
3	58,451	60,416	61,591	63,157	65,513	67,873	70,228	71,803	73,760	76,118	78,558
4	60,106	62,148	63,370	65,003	67,458	69,904	72,355	73,989	76,032	78,476	81,001
5	61,756	63,880	65,151	66,849	69,392	71,934	74,477	76,171	78,291	80,839	83,474
6	63,411	65,609	66,922	68,682	71,323	73,955	76,606	78,357	80,550	83,189	85,920
7	65,068	67,341	68,712	70,531	73,267	75,991	78,722	80,543	82,811	85,543	88,370
8	66,445	68,779	70,191	72,062	74,870	77,679	80,491	82,362	84,708	87,512	90,417
9	67,824	70,227	71,674	73,602	76,485	79,373	82,263	84,263	86,591	89,471	92,448
10	69,045	71,482	72,945	74,891	77,801	80,724	83,641	85,591	88,020	90,944	93,971
15	69,883	72,350	73,829	75,810	78,773	81,748	84,708	86,684	89,158	92,118	95,182
20	71,260	73,791	75,318	77,341	80,386	83,434	86,471	88,506	91,037	94,083	97,236

Administrative and Supervisory Salary Schedule

Effective July 1, 1997 - June 30, 1998

Master's + 30 Hours - Schedule H (11 Month)

BRACKETS											
STEPS	3.0	4.0	5.0	6.0	7.0	8.0	9.0	10.0	11.0	12.0	13.0
1	56,158	57,959	59,046	60,494	62,661	64,828	67,005	68,449	70,250	72,424	74,672
2	57,807	59,691	60,828	62,335	64,604	66,864	69,124	70,633	72,519	74,779	77,114
3	59,464	61,423	62,602	64,173	66,528	68,892	71,244	72,820	74,779	77,139	79,576
4	61,117	63,157	64,381	66,018	68,464	70,915	73,369	75,000	77,045	79,490	82,015
5	62,785	64,892	66,160	67,857	70,403	72,951	75,494	77,187	79,302	81,846	84,474
6	64,426	66,627	67,942	69,699	72,333	74,975	77,612	79,372	81,567	84,204	86,932
7	66,087	68,361	69,721	71,542	74,275	77,006	79,737	81,555	83,833	86,563	89,389
8	67,805	70,141	71,542	73,416	76,227	79,035	81,844	83,717	86,056	88,868	91,776
9	69,178	71,582	73,027	74,954	77,843	80,725	83,609	85,537	87,947	90,826	93,805
10	70,403	72,837	74,303	76,241	79,162	82,076	85,000	86,945	89,376	92,293	95,313
15	71,573	74,042	75,522	77,498	80,468	83,434	86,396	88,374	90,838	93,811	96,887
20	72,951	75,482	77,006	79,032	82,075	85,124	88,162	90,198	92,728	95,777	98,928

Administrative and Supervisory Salary Schedule

Effective July 1, 1997 - June 30, 1998

Schedule I Doctorate - 11 Month

BRACKETS											
STEPS	3.0	4.0	5.0	6.0	7.0	8.0	9.0	10.0	11.0	12.0	13.0
1	58,186	59,986	61,081	62,529	64,689	66,864	69,031	70,475	72,286	74,455	76,697
2	59,841	61,723	62,857	64,364	66,629	68,897	71,151	72,668	74,546	76,810	79,146
3	61,493	63,455	64,640	66,212	68,570	70,916	73,272	74,850	76,810	79,171	81,607
4	63,148	65,189	66,416	68,048	70,497	72,951	75,398	77,029	79,070	81,526	84,060
5	64,812	66,918	68,192	69,890	72,441	74,978	77,523	79,216	81,331	84,012	86,786
6	66,454	68,655	69,970	71,728	74,376	77,006	79,651	81,401	83,602	86,238	88,962
7	68,113	70,384	71,753	73,574	76,303	79,035	81,766	83,587	85,862	88,599	91,428
8	69,886	72,164	73,568	75,448	78,256	81,062	83,872	85,752	88,086	90,894	93,797
9	71,542	73,946	75,393	77,314	80,209	83,096	85,984	87,905	90,314	93,196	96,172
10	73,112	75,531	77,003	78,942	81,869	84,780	87,700	89,643	92,080	95,002	98,021
15	74,954	77,423	78,903	80,884	83,839	86,810	89,778	91,751	94,227	97,191	100,255
20	76,327	78,870	80,386	82,418	85,462	88,506	91,546	93,573	96,105	99,154	102,304

Administrative and Supervisory Salary Schedule

Effective July 1, 1998 - June 30, 1999

Master's Schedule F - 10 Months plus 10 Days

BRACKETS											
STEPS	3.0	4.0	5.0	6.0	7.0	8.0	9.0	10.0	11.0	12.0	13.0
1	54,512	56,326	57,419	58,871	61,046	63,227	65,404	66,863	68,679	70,866	73,125
2	56,178	58,065	59,206	60,721	62,997	65,270	67,545	69,063	70,957	73,228	75,577
3	57,835	59,810	60,992	62,575	64,940	67,311	69,676	71,252	73,228	75,598	78,049
4	59,497	61,549	62,776	64,424	66,883	69,349	71,816	73,449	75,502	77,967	80,517
5	61,163	63,293	64,569	66,274	68,832	71,384	73,942	75,651	77,781	80,330	82,971
6	62,827	65,042	66,354	68,125	70,778	73,429	76,081	77,842	80,056	82,704	85,446
7	64,488	66,774	68,145	69,976	72,714	75,468	78,220	80,040	82,330	85,076	87,921
8	65,876	68,224	69,638	71,544	74,344	77,172	79,988	81,868	84,226	87,055	89,983
9	67,261	69,673	71,128	73,063	75,960	78,863	81,767	83,703	86,118	89,019	92,024
10	67,808	70,253	71,719	73,672	76,613	79,542	82,479	84,432	86,874	89,808	92,848
15	68,642	71,128	72,623	74,606	77,576	80,566	83,543	86,574	88,018	90,998	94,084
20	70,027	72,575	74,109	76,144	79,206	82,270	85,319	87,360	89,904	92,965	96,132

Administrative and Supervisory Salary Schedule

Effective July 1, 1998 - June 30, 1999

Master's + 15 Hours - Schedule G - 10 Months plus 10 Days

BRACKETS											
STEPS	3.0	4.0	5.0	6.0	7.0	8.0	9.0	10.0	11.0	12.0	13.0
1	55,527	57,345	58,436	59,885	62,071	64,257	66,428	67,882	69,699	71,880	74,130
2	57,193	59,085	60,223	61,747	64,009	66,296	68,564	70,086	71,974	74,242	76,588
3	58,855	60,831	62,011	63,584	65,952	68,235	70,695	72,274	74,242	76,616	79,069
4	60,517	62,571	63,797	65,442	67,909	70,367	72,830	74,472	76,526	78,983	81,521
5	62,178	64,311	65,588	67,296	69,851	72,408	74,963	76,667	78,796	81,358	84,008
6	63,839	66,051	67,370	69,142	71,791	74,440	77,101	78,862	81,066	83,717	86,461
7	65,507	67,789	69,169	70,997	73,744	76,487	79,231	81,061	83,342	86,084	88,921
8	66,889	69,240	70,654	72,538	75,359	78,181	81,008	82,889	85,246	88,067	90,984
9	68,276	70,694	72,143	74,085	76,982	79,885	82,788	84,800	87,137	90,032	93,028
10	69,502	71,953	73,423	75,376	78,306	81,241	84,176	86,134	88,579	91,515	94,554
15	70,347	72,827	74,314	76,302	79,279	82,270	85,246	87,232	89,721	92,693	95,772
20	71,727	74,272	75,805	77,842	80,903	83,968	87,018	89,065	91,608	94,669	97,836

Administrative and Supervisory Salary Schedule

Effective July 1, 1998 - June 30, 1999

Master's + 30 Hours - Schedule H - 10 Months plus 10 Days

BRACKETS											
STEPS	3.0	4.0	5.0	6.0	7.0	8.0	9.0	10.0	11.0	12.0	13.0
1	56,548	58,359	59,452	60,908	63,086	65,264	67,453	68,905	70,712	72,898	75,155
2	58,207	60,100	61,244	62,758	65,042	67,311	69,583	71,098	71,895	75,267	77,611
3	59,873	61,842	63,028	64,606	66,973	69,349	71,716	73,299	75,267	77,639	80,092
4	61,553	63,584	64,814	66,459	68,919	71,382	73,851	75,490	77,543	80,001	82,542
5	63,208	65,328	66,603	68,311	70,868	73,429	75,985	77,684	79,812	82,369	85,012
6	64,862	67,071	68,394	70,161	72,808	75,464	78,113	79,884	82,089	84,741	87,478
7	66,529	68,816	70,184	72,012	74,762	77,504	80,248	82,078	84,368	87,114	89,953
8	68,257	70,605	72,012	73,898	76,722	79,544	82,367	84,251	86,602	89,427	92,350
9	69,638	72,052	73,506	75,440	78,347	81,242	84,144	86,081	88,501	91,396	94,393
10	70,868	73,316	74,788	76,735	79,670	82,559	85,539	87,499	89,938	92,872	95,903
15	72,046	74,524	76,014	77,998	80,983	83,968	86,944	88,931	91,410	94,398	97,486
20	73,429	75,974	77,504	79,542	82,599	85,663	88,720	90,762	93,309	96,370	99,537

Administrative and Supervisory Salary Schedule

Effective July 1, 1998 - June 30, 1999

Schedule I - Doctorate - 10 Months plus 10 Days

BRACKETS											
STEPS	3.0	4.0	5.0	6.0	7.0	8.0	9.0	10.0	11.0	12.0	13.0
1	58,590	60,398	61,499	62,952	65,124	67,311	69,488	70,942	72,762	74,941	77,191
2	60,253	62,146	63,284	64,800	67,075	69,354	71,620	73,145	75,033	77,309	79,658
3	61,914	63,886	65,074	66,656	69,026	71,384	73,753	75,338	77,309	79,681	82,128
4	63,578	65,629	66,861	68,504	70,964	73,429	75,889	77,529	79,579	82,049	84,601
5	65,248	67,364	68,644	70,354	72,916	75,468	78,023	79,728	81,853	84,547	87,335
6	66,900	69,113	70,431	72,202	74,861	77,504	80,161	81,921	84,135	86,786	89,525
7	68,567	70,847	72,224	74,057	76,798	79,544	82,290	84,119	86,407	89,157	91,998
8	70,350	72,638	74,051	75,936	78,761	81,581	84,406	86,293	88,644	91,462	94,377
9	72,012	74,429	75,883	77,814	80,723	83,628	86,529	88,459	90,884	93,778	96,771
10	73,589	76,022	77,501	79,449	82,393	85,319	88,258	90,208	92,656	95,592	98,626
15	75,440	77,924	79,410	81,405	84,376	87,360	90,344	92,324	94,816	97,794	100,870
20	76,825	79,377	80,903	82,944	86,004	89,065	92,120	94,157	96,702	99,767	102,931

Administrative and Supervisory Salary Schedule

Effective July 1, 1998 - June 30, 1999

Master's Schedule F - 11 Month

BRACKETS											
STEPS	3.0	4.0	5.0	6.0	7.0	8.0	9.0	10.0	11.0	12.0	13.0
1	55,887	57,754	58,876	60,367	62,603	64,843	67,078	68,576	70,448	72,688	75,006
2	57,599	59,541	60,714	62,266	64,607	66,939	69,277	70,837	72,785	75,115	77,528
3	59,304	61,331	62,545	64,173	66,603	69,038	71,466	73,087	75,115	77,551	80,069
4	61,010	63,120	64,379	66,071	68,599	71,131	73,665	75,342	77,451	79,984	82,603
5	62,720	64,910	66,223	67,972	70,599	73,221	75,849	77,605	79,791	82,413	85,126
6	64,443	66,704	68,056	69,875	72,603	75,322	78,047	79,855	82,132	84,851	87,668
7	66,137	68,488	69,894	71,776	74,588	77,415	80,242	82,112	84,464	87,289	90,213
8	67,561	69,977	71,427	73,362	76,261	79,166	82,059	83,991	86,412	89,317	92,324
9	68,986	71,462	72,960	74,946	77,921	80,905	83,886	85,877	88,355	91,339	94,427
10	69,549	72,058	73,565	75,573	78,589	81,601	84,617	86,627	89,132	92,146	95,267
15	70,406	72,960	74,495	76,350	79,583	82,653	85,715	88,823	90,307	93,368	96,539
20	71,828	74,446	76,020	78,110	81,256	84,405	87,536	89,632	92,246	95,389	98,642

Administrative and Supervisory Salary Schedule

Effective July 1, 1998 - June 30, 1999

Master's + 15 Hours - Schedule G (11 Month)

BRACKETS											
STEPS	3.0	4.0	5.0	6.0	7.0	8.0	9.0	10.0	11.0	12.0	13.0
1	56,933	58,798	59,921	61,412	63,656	65,901	68,131	69,624	71,492	73,729	76,043
2	58,641	60,587	61,757	63,319	65,648	67,996	70,322	71,886	73,825	76,158	78,570
3	60,351	62,380	63,593	65,210	67,643	70,079	72,511	74,137	76,158	78,592	81,112
4	62,060	64,168	65,430	67,116	69,651	72,176	74,707	76,394	78,504	81,027	83,634
5	63,764	65,957	67,269	69,022	71,648	74,272	76,898	78,647	80,836	83,467	86,187
6	65,472	67,742	67,097	70,915	73,641	76,359	79,096	80,904	83,168	85,893	88,713
7	67,183	69,530	70,946	72,824	75,649	78,461	81,281	83,161	85,503	88,324	91,243
8	68,605	71,015	72,473	74,405	77,304	80,204	83,107	85,039	87,462	90,357	93,356
9	70,029	72,510	74,004	75,995	78,971	81,953	84,937	87,002	89,406	92,379	95,453
10	71,289	73,806	75,316	77,325	80,330	83,348	86,360	88,373	90,881	93,900	97,026
15	72,155	74,702	76,229	78,274	81,334	84,405	87,462	89,502	92,056	95,112	98,276
20	73,576	76,190	77,766	79,855	82,999	86,146	89,282	91,383	93,996	97,141	100397

Administrative and Supervisory Salary Schedule

Effective July 1, 1998 - June 30, 1999
Master's + 30 Hours - Schedule H (11 Month)

BRACKETS											
STEPS	3.0	4.0	5.0	6.0	7.0	8.0	9.0	10.0	11.0	12.0	13.0
1	57,984	59,843	60,965	62,461	64,698	66,935	69,183	70,674	72,534	74,778	77,099
2	59,686	61,631	62,805	64,361	66,704	69,038	71,371	72,929	74,876	77,210	79,621
3	61,397	63,420	64,637	66,259	68,691	71,131	73,560	75,187	77,210	79,647	82,163
4	63,104	65,210	66,474	68,164	70,690	73,220	75,754	77,438	79,549	82,074	84,681
5	64,826	67,001	68,311	70,063	72,692	75,322	77,948	79,696	81,880	84,506	87,220
6	66,520	68,793	70,151	71,965	74,684	77,412	80,135	81,952	84,218	86,941	89,758
7	68,235	70,583	71,987	73,868	76,689	79,509	82,329	84,206	86,558	89,377	92,295
8	70,009	72,421	73,868	75,803	78,705	81,604	85,504	86,438	88,853	91,757	94,759
9	71,427	73,909	75,401	77,391	80,373	83,349	86,327	88,317	90,806	93,778	96,854
10	72,692	75,205	76,718	78,719	81,735	84,744	87,763	89,771	92,281	95,293	98,411
15	73,900	76,449	77,977	80,017	83,084	86,146	89,204	91,247	93,791	96,860	100,036
20	75,322	77,936	79,509	81,601	84,744	87,891	91,028	93,130	95,742	98,890	102,144

Administrative and Supervisory Salary Schedule

Effective July 1, 1998 - June 30, 1999

Schedule I Doctorate - 11 Month

BRACKETS											
STEPS	3.0	4.0	5.0	6.0	7.0	8.0	9.0	10.0	11.0	12.0	13.0
1	60,078	61,936	63,067	64,562	66,792	69,038	71,275	72,766	74,636	76,875	79,190
2	61,786	63,729	64,900	66,456	68,795	71,137	73,464	75,030	76,969	79,307	81,719
3	63,492	65,518	66,741	68,364	70,799	73,221	75,654	77,283	79,307	81,745	84,260
4	65,201	67,308	68,575	70,260	72,789	75,322	77,849	79,533	81,640	84,176	86,792
5	66,919	69,093	70,409	72,162	74,796	77,415	80,043	81,791	83,975	86,743	89,607
6	68,614	70,887	72,245	74,060	76,794	79,509	82,240	84,047	86,320	89,041	91,854
7	70,327	72,672	74,085	75,966	78,783	81,604	84,424	86,304	88,653	91,479	94,400
8	72,158	74,510	75,959	77,901	80,800	83,697	86,598	88,539	90,949	93,849	96,846
9	73,868	76,350	77,844	79,827	82,816	85,797	88,779	90,762	93,250	96,255	99,298
10	75,489	77,986	79,506	81,508	84,530	87,536	90,551	92,557	95,073	98,090	101,207
15	77,391	79,940	81,468	83,513	86,564	89,632	92,696	94,733	97,290	100,350	103,514
20	78,808	81,434	82,999	85,097	88,240	91,383	94,522	96,615	99,229	102,377	105,629